Execution Script
Test Steps and Expected Results

Cycle 1	TC-FD.1.1	Transaction Date: 10/1/99

Record an annual appropriation for fund 0201 in the amount indicated.

Assumptions:

None.

Dependencies:

None. This is the initial test step for fund 0201.

Inputs:

Amount	$50,000,000
Direct/Reimb.	D
Document ID (Fund)	01FD010101
Expiration date	9/30/00
Fund	0201
Org. code	10000

Expected Results:

Verify That:
Annual appropriation is recorded.

Amount	$50,000,000
Document ID (Fund)	01FD010101
Expiration date	9/30/00
Fund	0201
Org. code	10000

General Ledger Effects

1.	**Doc #:** 01FD010101	**Organization:** 10000	**Object Class:**	**Direct/Reimb** D
	FY: 0	**Fund:** 0201	**Category:** A	

DR Account	DR Amount	CR Account	CR Amount
4119.01 Oth. Approp. Realized	$50,000,000.00	4450.01 Un-apport. Auth.-Avail	$50,000,000.00

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-FD.1.2**   **Transaction Date: 10/1/99**

Record a no-year appropriation for fund 0202 in the amount indicated to be used for grants and related expenses.

Assumptions:

None.

Dependencies:

None. This is the initial test step for fund 0202.

Inputs:

Amount	$7,500,000
Direct/Reimb.	D
Document ID (Fund)	01FD010201
Fund	0202
Org. code	10000

Expected Results:

Verify That:

No-year appropriation is recorded.

Amount	$7,500,000
Document ID (Fund)	01FD010201
Fund	0202
Org. code	10000

General Ledger Effects

1. **Doc #:** 01FD010201   **Organization:** 10000   **Object Class:**   **Direct/Reimb** D
    FY: 0   **Fund:**   0202   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
4119.01 Oth. Approp. Realized	$7,500,000.00	4450.01 Un-apport. Auth.-Avail	$7,500,000.00

Execution Script
Test Steps and Expected Results

Cycle 1	TC-FD.1.3	Transaction Date: 10/1/99

Record a multi-year appropriation for fund 0203 in the amount indicated.

Assumptions:

None.

Dependencies:

None. This is the initial test step for fund 0203.

Inputs:

Amount	$10,000,000
Direct/Reimb.	D
Document ID (Fund)	01FD010301
Expiration date	9/30/01
Fund	0203
Org. code	10000

Expected Results:

Verify That:

Multi-year appropriation is recorded.

Amount	$10,000,000
Document ID (Fund)	01FD010301
Expiration date	9/30/01
Fund	0203
Org. code	10000

General Ledger Effects

1.	**Doc #:** 01FD010301	**Organization:** 10000	**Object Class:**	**Direct/Reimb** D
	FY: 0	**Fund:** 0203	**Category:** A	

DR Account	DR Amount	CR Account	CR Amount
4119.01 Oth. Approp. Realized	$10,000,000.00	4450.01 Un-apport. Auth.-Avail	$10,000,000.00

Execution Script
Test Steps and Expected Results

Cycle 1	TC-FD.1.4	Transaction Date: 10/1/99

Record receipt of a Treasury warrant for the amounts.

Assumptions:

None.

Dependencies:

TC-FD.1.1
TC-FD.1.2
TC-FD.1.3

Inputs:

1. Annual funds

Amount	$50,000,000
Direct/Reimb.	D
Document ID (Fund)	01FD010401
Fund	0201
Org. code	10000

2. No-year funds

Amount	$7,500,000
Direct/Reimb.	D
Document ID (Fund)	01FD010402
Fund	0202
Org. code	10000

3. Multi-year funds

Amount	$10,000,000
Direct/Reimb.	D
Document ID (Fund)	01FD010403
Fund	0203
Org. code	10000

Expected Results:

Verify That:
1. Treasury warrant is recorded for the annual appropriation.

Amount	$50,000,000
Document ID (Fund)	01FD010401
Fund	0201
Org. code	10000

Execution Script
Test Steps and Expected Results

Cycle 1 **TC-FD.1.4** **Transaction Date: 10/1/99**

General Ledger Effects

1. **Doc #:** 01FD010401   **Organization:** 10000   **Object Class:**   **Direct/Reimb** D
   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
1010.01 Fund Bal w/ Treasury	$50,000,000.00	3100.01 Unxpnd Approps.	$50,000,000.00

2. Treasury warrant is recorded for the no-year appropriation.

Amount	$7,500,000
Document ID (Fund)	01FD010402
Fund	0202
Org. code	10000

General Ledger Effects

2. **Doc #:** 01FD010402   **Organization:** 10000   **Object Class:**   **Direct/Reimb** D
   FY: 0   **Fund:** 0202   **Category:** B

DR Account	DR Amount	CR Account	CR Amount
1010.01 Fund Bal w/ Treasury	$7,500,000.00	3100.01 Unxpnd Approps.	$7,500,000.00

3. Treasury warrant is recorded for the multi-year appropriation.

Amount	$10,000,000
Document ID (Fund)	01FD010403
Fund	0203
Org. code	10000

General Ledger Effects

3. **Doc #:** 01FD010403   **Organization:** 10000   **Object Class:**   **Direct/Reimb** D
   FY: 0   **Fund:** 0203   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
1010.01 Fund Bal w/ Treasury	$10,000,000.00	3100.01 Unxpnd Approps.	$10,000,000.00

Execution Script
Test Steps and Expected Results

Cycle 1 **TC-RM.1.1** **Transaction Date: 10/1/99**

Create a new customer record using the data provided. Record the TIN for the customer in the format prescribed by the Treasury Offset Program.

Assumptions:

None.

Dependencies:

None.

Inputs:

1. Customer Information:

Agency Locator Code (ALC)	51000002
Customer Address	1212 Farm Road, Reston, VA 20120
Customer Contact	Billie Williams
Customer E-mail address	bwilliams@USDA.gov
Customer ID	USDACOMM
Customer Name	U. S. Department of Agriculture - Commodities
Customer Phone #	703-212-9205
Customer Type	Government
Employee?	No
Produce 1099?	No
Tax ID Number (TIN)	54-1245782

Expected Results:

Verify That:
The following customer record is created.

Agency Locator Code (ALC)	51000002
Customer Address	1212 Farm Road, Reston, VA 20120
Customer Contact	Billie Williams
Customer E-mail address	bwilliams@USDA.gov
Customer ID	USDACOMM
Customer Name	U. S. Department of Agriculture - Commodities
Customer Phone #	703-212-9205
Customer Type	Government
Employee?	No
Produce 1099?	No
Tax ID Number (TIN)	54-1245782

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-FD.1.6**   **Transaction Date: 10/1/99**

Record anticipated prior-year recoveries for fund 0203 in the amount indicated. Record anticipated reimbursable income for fund 0201 and Category A apportionment of reimbursable funds distributing the amount shown equally by quarter.

Assumptions:

1. Reimbursable apportionment for the entire year is entered. The first quarter's apportionment is entered as available.
2. Reimbursable agreements provide additional budget authority.
3. Funds are available based upon estimated collections

Dependencies:

None.

Inputs:

1. Prior-year recoveries

Amount	$300,000
Category	A
Document ID (Fund)	01FD010601
Fund	0203
Org. code	10000

2. Reimbursable funds, Category A

Amount, total	$600,000
Direct/Reimb.	R
Document ID (Fund)	01FD010602
Estimated/Actual	E
Fund	0201
Org. code	10000

3. Quarterly Apportionment of Reimbursable Funds, Category A

Amount Total	$600,000
Amt.-1st Quarter	$150,000
Amt.-2nd Quarter	$150,000
Amt.-3rd Quarter	$150,000
Amt.-4th Quarter	$150,000
Apportionment Category	A
Direct/Reimb	R
Document ID (Fund)	01FD010603
Fund	0201
Org. Code	10000

Expected Results:

Verify That:

Execution Script
Test Steps and Expected Results

Cycle 1 **TC-FD.1.6** **Transaction Date: 10/1/99**

---

1. Anticipated prior-year recoveries are recorded.

Amount	$300,000
Category	A
Document ID (Fund)	01FD010601
Fund	0203
Org. code	10000

General Ledger Effects

1. **Doc #:** 01FD010601 **Organization:** 10000 **Object Class:** **Direct/Reimb** D

   FY: 0 **Fund:** 0203 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4310.01 Anticip Recov of Prior-Yr O	$300,000.00	4450.01 Un-apport. Auth.-Avail	$300,000.00

2. Anticipated reimbursable income is recorded for fund 0201.

Amount, total	$600,000
Document ID (Fund)	01FD010602
Fund	0201
Org. code	10000

General Ledger Effects

2. **Doc #:** 01FD010602 **Organization:** 10000 **Object Class:** **Direct/Reimb** R

   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4210.01 Anticip Reimbs. & Oth Inc	$600,000.00	4450.01 Un-apport. Auth.-Avail	$600,000.00

3. A quarterly apportionment (category A) of reimbursable funds is recorded - fund 0201.

Amount Total	$600,000
Amt.-1st Quarter	$150,000
Amt.-2nd Quarter	$150,000
Amt.-3rd Quarter	$150,000
Amt.-4th Quarter	$150,000
Apportionment Category	A
Document ID (Fund)	01FD010603
Fund	0201
Org. Code	10000

General Ledger Effects

3. **Doc #:** 01FD010603 **Organization:** 10000 **Object Class:** **Direct/Reimb** R

   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4590.01 Apport.-Unavailable	$150,000.00	4510.01 Apportionments	$150,000.00
4450.01 Un-apport. Auth.-Avail	$600,000.00	4590.01 Apport.-Unavailable	$600,000.00

Execution Script
Test Steps and Expected Results

Cycle 1	TC-FD.1.5	Transaction Date: 10/1/99

Set up a reimbursable agreement with the Department of Agriculture.

Assumptions:

1. An agreement has been signed
2. The agency has specific authorization to recognize budgetary authority upon acceptance of a reimbursable agreement without an advance from the public.

Dependencies:

TC-FD.1.6

Inputs:

1. Establish reimbursable agreement

Contract No.	P-121932-1999
Customer ID	USDACOMM
Description	Computer Support

2. Record anticipated reimbursable income.

Amount	$150,000
Direct/Reimb.	R
Document ID (Fund)	01FD010501
Fund	0201
Org. code	10000

Expected Results:

Verify That:
A reimbursable agreement is established.

Contract No.	P-121932-1999
Customer ID	USDACOMM
Description	Computer Support

General Ledger Effects

1.	**Doc #:** 01FD010501	**Organization:** 10000	**Object Class:**	**Direct/Reimb** R
	FY: 0	**Fund:** 0201	**Category:** A	

DR Account	DR Amount	CR Account	CR Amount
4221.01 Unfild Cust Ordrs w/o Adv.	$150,000.00	4210.01 Anticip Reimbs. & Oth Inc	$150,000.00

Execution Script
Test Steps and Expected Results

Cycle 1	**TC-RM.3.1**	**Transaction Date: 10/1/99**

 Earn income on a Reimbursable Order and bill through OPAC.

Assumptions:

None.

Dependencies:

TC-RM.1.4
TC-FD.1.5

Inputs:

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Computer Support
Document ID (Agreement)	01FD010501
Document ID (Bill)	01RM030101
Final Payment Due Date	12/10/99
Order Number	4
Quantity	160 hours
Total Due	$12,000.00
Unit Price	$75.00

Expected Results:

Verify That:
An accounts receivable increase and an increase to the applicable customer record is posted with the following information.

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Order Number	4
Total Due	$12,000.00

General Ledger Effects

1. **Doc #:** 01RM030101   **Organization:** None   **Object Class:**   **Direct/Reimb** R
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4251.01 Reimb. & Oth Inc Erned-Rec	$12,000.00	4221.01 Unfild Cust Ordrs w/o Adv.	$12,000.00
1310.01 A/R	$12,000.00	5200.01 Rev. Srvcs Provided	$12,000.00

Execution Script
Test Steps and Expected Results

Cycle 1	TC-FD.1.7	Transaction Date: 10/1/99

Record a Category A apportionment for direct portion of appropriated funds (distributing the amount shown equally by quarter) for fund 0201.

Assumptions:

Only the first quarter is available.

Dependencies:

TC-FD.1.1

Inputs:

Amount, total	$45,000,000
Apportionment Category	A
Direct/Reimb.	D
Document ID (Fund)	01FD010701
Fund	0201
Org. code	10000

Expected Results:

Verify That:

A quarterly apportionment (category A) of appropriated funds is recorded - fund 0201.

Amount, total	$45,000,000
Amt.-1st Quarter	$11,250,000
Amt.-2nd Quarter	$11,250,000
Amt.-3rd Quarter	$11,250,000
Amt.-4th Quarter	$11,250,000
Apportionment Category	A
Document ID (Fund)	01FD010701
Fund	0201
Org. code	10000

General Ledger Effects

1. **Doc #:** 01FD010701 **Organization:** 10000 **Object Class:** **Direct/Reimb** D
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4590.01 Apport.-Unavailable	$11,250,000.00	4510.01 Apportionments	$11,250,000.00
4450.01 Un-apport. Auth.-Avail	$45,000,000.00	4590.01 Apport.-Unavailable	$45,000,000.00

Execution Script
Test Steps and Expected Results

Cycle 1 **TC-FD.1.8** **Transaction Date: 10/1/99**

Record Category B apportionments for fund 0201 and fund 0202. Allot funds for 0202 to organization 11200 and organization 13200.

Assumptions:

None.

Dependencies:

TC-FD.1.4

Inputs:

1. Fund 0201(Apportionment)
Amount	$5,000,000
Apportionment Category	B
Direct/Reimb.	D
Document ID (Fund)	01FD010801
Fund	0201
Org. code	10000

2. Fund 0202(Apportionment)
Amount	$7,500,000
Apportionment Category	B
Direct/Reimb.	D
Document ID (Fund)	01FD010802
Fund	0202
Org. code	10000

3.1 Fund 0202(Allotment)
Amount	$2,500,000
Apportionment Category	B
Direct/Reimb	D
Document ID (Fund)	01FD010803
Fund	0202
Object Class	4100
Org Code	13200

3.2. Fund 0202(Allotment)
Amount	$5,000,000
Apportionment Category	B
Direct/Reimb	D
Document ID (Fund)	01FD010804
Fund	0202
Object Class	4100
Org Code	11200

Execution Script
Test Steps and Expected Results

Cycle 1	TC-FD.1.8	Transaction Date: 10/1/99

Expected Results:

Verify That:

1. A category B apportionment is recorded for fund 0201.

Amount	$5,000,000
Apportionment Category	B
Document ID (Fund)	01FD010801
Fund	0201
Org. code	10000

General Ledger Effects

1.	**Doc #:** 01FD010801	**Organization:** 10000	**Object Class:**	**Direct/Reimb** D
	FY: 0	**Fund:** 0201	**Category:** B	

DR Account	DR Amount	CR Account	CR Amount
4450.01 Un-apport. Auth.-Avail	$5,000,000.00	4510.01 Apportionments	$5,000,000.00

2. A category B apportionment is recorded for fund 0202.

Amount	$7,500,000
Apportionment Category	B
Document ID (Fund)	01FD010802
Fund	0202
Org. code	10000

General Ledger Effects

2.	**Doc #:** 01FD010802	**Organization:** 10000	**Object Class:**	**Direct/Reimb** D
	FY: 0	**Fund:** 0202	**Category:** B	

DR Account	DR Amount	CR Account	CR Amount
4450.01 Un-apport. Auth.-Avail	$7,500,000.00	4510.01 Apportionments	$7,500,000.00

3. An allotment is recorded for fund 0202 to organization 13200 and organization 11200.

3.1:

Amount	$2,500,000
Apportionment Category	B
Direct/Reimb	D
Document ID (Fund)	01FD010803
Fund	0202
Object Class	4100
Org Code	13200

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-FD.1.8**   **Transaction Date: 10/1/99**

General Ledger Effects

3.1. **Doc #:** 01FD010803   **Organization:** 13200   **Object Class:** 4100   **Direct/Reimb** D

      FY: 0   **Fund:**   0202   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$2,500,000.00	4610.01 Allots-Realized Rsrcs	$2,500,000.00

3.2:

Amount	$5,000,000
Apportionment Category	B
Direct/Reimb	D
Document ID (Fund)	01FD010804
Fund	0202
Object Class	4100
Org Code	11200

General Ledger Effects

3.2. **Doc #:** 01FD010804   **Organization:** 11200   **Object Class:** 4100   **Direct/Reimb** D

      FY: 0   **Fund:**   0202   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$5,000,000.00	4610.01 Allots-Realized Rsrcs	$5,000,000.00

Execution Script
Test Steps and Expected Results

Cycle 1	TC-FD.1.9	Transaction Date: 10/1/99

Record apportionments for fund 0203 as indicated below. Category A is to be distributed equally by quarter. Category B for the Data Center Project is to be distributed in total.

Assumptions:

1. Only the first quarter of the Category A is available
2. Prior year recoveries are earmarked for the Data Center Project and are anticipated but not available.

Dependencies:

TC-FD.1.4

Inputs:

1. Operating expenses

Amount, total	$500,000
Apportionment Category	A
Direct/Reimb.	D
Document ID (Fund)	01FD010901
Fund	0203
Org. code	10000

2. Data Center Project

Amount	$9,500,000
Apportionment Category	B
Direct/Reimb.	D
Document ID (Fund)	01FD010902
Fund	0203

Expected Results:

Verify That:

A category A apportionment is recorded for fund 0203.

1. Operating expenses

Amount, total	$500,000
Amount: 1st Quarter	$125,000
Amount: 2nd Quarter	$125,000
Amount: 3rd Quarter	$125,000
Amount: 4th Quarter	$125,000
Apportionment Category	A
Document ID (Fund)	01FD010901
Fund	0203
Org. code	10000

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-FD.1.9**   **Transaction Date: 10/1/99**

General Ledger Effects

1.   **Doc #:** 01FD010901   **Organization:** 10000   **Object Class:**   **Direct/Reimb** D
        FY: 0   **Fund:**   0203   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4590.01 Apport.-Unavailable	$125,000.00	4510.01 Apportionments	$125,000.00
4450.01 Un-apport. Auth.-Avail	$500,000.00	4590.01 Apport.-Unavailable	$500,000.00

A category B apportionment is recorded for fund 0203.

2. Data Center Project

Amount	$9,500,000
Apportionment Category	B
Document ID (Fund)	01FD010902
Fund	0203

General Ledger Effects

2.   **Doc #:** 01FD010902   **Organization:** 10000   **Object Class:**   **Direct/Reimb** D
        FY: 0   **Fund:**   0203   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
4450.01 Un-apport. Auth.-Avail	$9,500,000.00	4510.01 Apportionments	$9,500,000.00

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-FD.2.1**   **Transaction Date: 10/1/99**

Record an allotment distribution for fund 0201 for direct and reimbursable portions.

Assumptions:

None.

Dependencies:

TC-FD.1.7

Inputs:

Apportionment Category	A
Direct/Reimb.	D
Document ID (Fund)	01FD020101
Fund	0201
Total allotted	$10,150,000.00

Apportionment Category	A
Direct/Reimb	D
Document ID (Fund)	01FD020101
Fund	0201
Object Class	2500
Org. Code	10000
Total Org Code 10000	$100

Org. Code 11100	Object Class	Amount
1. Personnel	1100	$1,000,000.00
2. Travel	2100	100,000.00
3. Contractual services	2500	1,000,000.00
4. General supplies	2600	1,400,000.00
5. Equipment	3100	1,000,000.00
Total, 11100	--	$4,500,000.00

Org. Code 11200	Object Class	Amount
1. Personnel	1100	$1,000,000.00
2. Travel	2100	150,000.00
3. Contractual services	2500	999,900.00
4. General supplies	2600	1,500,000.00
5. Equipment	3100	2,000,000.00
Total, 11200	--	$5,649,900.00

Apportionment Category	A
Direct/Reimb	R

Execution Script
Test Steps and Expected Results

Cycle 1	TC-FD.2.1	Transaction Date: 10/1/99

Document ID (Fund)	01FD020102	
Fund	0201	
Total Allotted	$150,000.00	

Org Code 11100	Object Class	Amount
1. Personnel	1100	$100,000
2. Contractual Services	2500	20,000
3. General Supplies	2600	10,000
4. Equipment	3100	20,000
Total, 11100	--	$150,000

Apportionment Category	B
Direct/Reimb	D
Document ID (Fund)	01FD020103
Fund	0201
Object Class	2600
Org. Code	11100
Total Allotted	$100,000

Expected Results:

Verify That:

1. A Category A allotment distribution is recorded for fund 0201, Direct portion.

Total Direct Amount Allotted: $10,150,000.00

An allotment is recorded for Org Code 100000

Apportionment Category	A
Direct/Reimb	D
Document ID (Fund)	01FD020101
Fund	0201
Object Class	2500
Org. Code	10000
Total Org Code 10000	$100

General Ledger Effects

1.	**Doc #:** 01FD020101	**Organization:** 10000	**Object Class:** 2500	**Direct/Reimb** D
	FY: 0	**Fund:** 0201	**Category:** A	

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$100.00	4610.01 Allots-Realized Rsrcs	$100.00

General ledger results shown below by object class:

1.01. Personnel

Execution Script
Test Steps and Expected Results

Cycle 1　　　　　　　　**TC-FD.2.1**　　　　**Transaction Date: 10/1/99**

General Ledger Effects

1.01 **Doc #:** 01FD020101　　**Organization:** 11100　　　**Object Class:** 1100　　**Direct/Reimb** D
　　　FY:　0　　　　　　**Fund:**　　0201　　**Category:**　A

DR Account	**DR Amount**	**CR Account**	**CR Amount**
4510.01 Apportionments	$1,000,000.00	4610.01 Allots-Realized Rsrcs	$1,000,000.00

1.02. Travel
General Ledger Effects

1.02 **Doc #:** 01FD020101　　**Organization:** 11100　　　**Object Class:** 2100　　**Direct/Reimb** D
　　　FY:　0　　　　　　**Fund:**　　0201　　**Category:**　A

DR Account	**DR Amount**	**CR Account**	**CR Amount**
4510.01 Apportionments	$100,000.00	4610.01 Allots-Realized Rsrcs	$100,000.00

1.03. Contractual Services
General Ledger Effects

1.03 **Doc #:** 01FD020101　　**Organization:** 11100　　　**Object Class:** 2500　　**Direct/Reimb** D
　　　FY:　0　　　　　　**Fund:**　　0201　　**Category:**　A

DR Account	**DR Amount**	**CR Account**	**CR Amount**
4510.01 Apportionments	$1,000,000.00	4610.01 Allots-Realized Rsrcs	$1,000,000.00

1.04. General Supplies
General Ledger Effects

1.04 **Doc #:** 01FD020101　　**Organization:** 11100　　　**Object Class:** 2600　　**Direct/Reimb** D
　　　FY:　0　　　　　　**Fund:**　　0201　　**Category:**　A

DR Account	**DR Amount**	**CR Account**	**CR Amount**
4510.01 Apportionments	$1,400,000.00	4610.01 Allots-Realized Rsrcs	$1,400,000.00

1.05. Equipment
General Ledger Effects

1.05 **Doc #:** 01FD020101　　**Organization:** 11100　　　**Object Class:** 3100　　**Direct/Reimb** D
　　　FY:　0　　　　　　**Fund:**　　0201　　**Category:**　A

DR Account	**DR Amount**	**CR Account**	**CR Amount**
4510.01 Apportionments	$1,000,000.00	4610.01 Allots-Realized Rsrcs	$1,000,000.00

1.06. Personnel:

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-FD.2.1**   **Transaction Date: 10/1/99**

General Ledger Effects

1.06 **Doc #:** 01FD020101   **Organization:** 11200   **Object Class:** 1100   **Direct/Reimb** D
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$1,000,000.00	4610.01 Allots-Realized Rsrcs	$1,000,000.00

1.07. Travel:
General Ledger Effects

1.07 **Doc #:** 01FD020101   **Organization:** 11200   **Object Class:** 2100   **Direct/Reimb** D
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$150,000.00	4610.01 Allots-Realized Rsrcs	$150,000.00

1.08. Contractual Services:
General Ledger Effects

1.08 **Doc #:** 01FD020101   **Organization:** 11200   **Object Class:** 2500   **Direct/Reimb** D
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$999,900.00	4610.01 Allots-Realized Rsrcs	$999,900.00

1.09. General Supplies:
General Ledger Effects

1.09 **Doc #:** 01FD020101   **Organization:** 11200   **Object Class:** 2600   **Direct/Reimb** D
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$1,500,000.00	4610.01 Allots-Realized Rsrcs	$1,500,000.00

1.10. Equipment:
General Ledger Effects

1.1. **Doc #:** 01FD020101   **Organization:** 11200   **Object Class:** 3100   **Direct/Reimb** D
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$2,000,000.00	4610.01 Allots-Realized Rsrcs	$2,000,000.00

2. An allotment distribution is recorded for fund 0201, Reimbursable.

Execution Script
Test Steps and Expected Results

Cycle 1	**TC-FD.2.1**	**Transaction Date: 10/1/99**

Total Reimbursable Amount Allotted: $150,000.00

General ledger results shown below by object class:

2.01. Personnel:

General Ledger Effects

2.01 **Doc #:** 01FD020102   **Organization:** 11100   **Object Class:** 1100   **Direct/Reimb** R
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$100,000.00	4610.01 Allots-Realized Rsrcs	$100,000.00

2.02. Contractual Services:

General Ledger Effects

2.02 **Doc #:** 01FD020102   **Organization:** 11100   **Object Class:** 2500   **Direct/Reimb** R
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$20,000.00	4610.01 Allots-Realized Rsrcs	$20,000.00

2.03. General Supplies:

General Ledger Effects

2.03 **Doc #:** 01FD020102   **Organization:** 11100   **Object Class:** 2600   **Direct/Reimb** R
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$10,000.00	4610.01 Allots-Realized Rsrcs	$10,000.00

2.04 Equipment:

General Ledger Effects

2.04 **Doc #:** 01FD020102   **Organization:** 11100   **Object Class:** 3100   **Direct/Reimb** R
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$20,000.00	4610.01 Allots-Realized Rsrcs	$20,000.00

3. A Category B allotment distribution is recorded for fund 0201, Direct portion.

Apportionment Category	B
Direct/Reimb	D
Document ID (Fund)	01FD020103
Fund	0201

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-FD.2.1**   **Transaction Date: 10/1/99**

Object Class   2600
Org. Code   11100
Total Allotted $100,000
General Ledger Effects

3.   **Doc #:** 01FD020103   **Organization:** 11100   **Object Class:** 2600   **Direct/Reimb** D
     FY: 0   **Fund:**   0201   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$100,000.00	4610.01 Allots-Realized Rsrcs	$100,000.00

Execution Script
Test Steps and Expected Results

Cycle 1	TC-FD.2.2	Transaction Date: 10/1/99

Record an allotment distribution for fund 0203 to the Program Development Directorate (Org. 13400). Funds are allotted to five budget object classes across Category A and B.

Assumptions:

Only the amounts available in Category A ($125,000) and part of Category B ($9,500,000) should be allotted. See TC-FD.1.9.

Dependencies:

TC-FD.1.9

Inputs:

Category A	$125,000.00
Category B	$9,500,000.00
Direct/Reimb.	D
Document ID (Fund)	01FD020201
Fund	0203
Org. code	13400
Total	$9,625,000.00
Apportionment Category	A
Amount	$100,000.00
Object Class	1100
Amount	$20,000.00
Object Class	1200
Amount	$5,000.00
Object Class	2400
Apportionment Category	B
Amount	$1,375,000.00
Object Class	2500
Amount	$8,125,000.00
Object Class	3100

Expected Results:

Verify That:
1. An allotment distribution is recorded for fund 0203, by object class, for category A.
Total Amount/Category A: $125,000.00

General ledger results are shown below by object class.

Execution Script
Test Steps and Expected Results

Cycle 1 **TC-FD.2.2** **Transaction Date: 10/1/99**

1.1. Personnel Compensation:
General Ledger Effects

| 1.1. | **Doc #:** 01FD020201 | **Organization:** 13400 | **Object Class:** 1100 | **Direct/Reimb** D |
| | **FY:** 0 | **Fund:** 0203 | **Category:** A | |

DR Account	**DR Amount**	**CR Account**	**CR Amount**
4510.01 Apportionments	$100,000.00	4610.01 Allots-Realized Rsrcs	$100,000.00

1.2. Personnel Benefits:
General Ledger Effects

| 1.2. | **Doc #:** 01FD020201 | **Organization:** 13400 | **Object Class:** 1200 | **Direct/Reimb** D |
| | **FY:** 0 | **Fund:** 0203 | **Category:** A | |

DR Account	**DR Amount**	**CR Account**	**CR Amount**
4510.01 Apportionments	$20,000.00	4610.01 Allots-Realized Rsrcs	$20,000.00

1.3. Printing/Reproduction:
General Ledger Effects

| 1.3. | **Doc #:** 01FD020201 | **Organization:** 13400 | **Object Class:** 2400 | **Direct/Reimb** D |
| | **FY:** 0 | **Fund:** 0203 | **Category:** A | |

DR Account	**DR Amount**	**CR Account**	**CR Amount**
4510.01 Apportionments	$5,000.00	4610.01 Allots-Realized Rsrcs	$5,000.00

2. An allotment distribution is recorded for fund 0203, by object class, for Category B.
Total Amount/Category B: $9,500,000.00

General ledger results are shown below by object class.
2.1. Other Contractual Services:
General Ledger Effects

| 2.1. | **Doc #:** 01FD020202 | **Organization:** 13400 | **Object Class:** 2500 | **Direct/Reimb** D |
| | **FY:** 0 | **Fund:** 0203 | **Category:** B | |

DR Account	**DR Amount**	**CR Account**	**CR Amount**
4510.01 Apportionments	$1,375,000.00	4610.01 Allots-Realized Rsrcs	$1,375,000.00

2.2. Equipment:

Execution Script
Test Steps and Expected Results

Cycle 1　　　　　　　　　**TC-FD.2.2**　　　　　　**Transaction Date: 10/1/99**

General Ledger Effects

2.2.　**Doc #:** 01FD020202　　**Organization:** 13400　　**Object Class:** 3100　　**Direct/Reimb** D

　　FY:　0　　　　　　　　**Fund:**　　0203　　**Category:**　　B

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$8,125,000.00	4610.01 Allots-Realized Rsrcs	$8,125,000.00

Execution Script
Test Steps and Expected Results

Cycle 1 | **TC-FD.3.1** | **Transaction Date: 10/1/99**

Record Congressional limitation on travel (object class 21.0) for the value shown in fund 0201. To ensure that travel expenditures do not exceed the amount.

Assumptions:

None.

Dependencies:

TC-FD.1.1

Inputs:

Amount	$1,000,000.00
Apportionment Category	A
Document ID (Fund)	01FD030101
Fund	0201
Object Class	2100
Org. code	10000

Expected Results:

Verify That:
Congressional limitation on travel is recorded.

Amount	$1,000,000.00
Apportionment Category	A
Document ID (Fund)	01FD030101
Fund	0201
Object Class	2100
Org. code	10000

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-FD.3.2**   **Transaction Date: 10/1/99**

Distribute the limitation in FD-3.1 as shown.

Assumptions:

None.

Dependencies:

TC-FD.3.1

Inputs:

Apportionment Category	A
Document ID (Fund)	01FD030201
Fund	0201

1. Chief Information Officer

Amount	$100,000.00
Object Class	2100
Org. code	11100

2. Human Resources Directorate

Amount	$100,000.00
Object Class	2100
Org. code	11200

3. Financial Management Directorate

Amount	$645,000.00
Object Class	2100
Org. code	11300

4. Systems Analysis Directorate

Amount	$50,000.00
Object Class	2100
Org. code	11400

5. New System Development Directorate

Amount	$50,000.00
Object Class	2100
Org. code	13200

6. Maintenance Directorate

Amount	$5,000.00
Object Class	2100
Org. code	13300

Execution Script
Test Steps and Expected Results

7. Program Development
Directorate

Amount	$50,000.00
Object Class	2100
Org. code	13400

Expected Results:

Verify That:

The limitation in FD.3.1 is distributed across the organization to:

Apportionment Category	A
Document ID (Fund)	01FD030201
Fund	0201

1. Chief Information Officer

Amount	$100,000.00
Object Class	2100
Org. code	11100

2. Human Resources Directorate

Amount	$100,000.00
Object Class	2100
Org. code	11200

3. Financial Management Directorate

Amount	$645,000.00
Object Class	2100
Org. code	11300

4. Technical Infrastructure Directorate

Amount	$50,000.00
Object Class	2100
Org. code	11400

5. New System Development Directorate

Amount	$50,000.00
Object Class	2100
Org. code	13200

6. Maintenance Directorate

Amount	$5,000.00
Object Class	2100
Org. code	13300

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-FD.3.2**   **Transaction Date: 10/1/99**

---

7. Program Development Directorate

Amount $50,000.00
Object Class   2100
Org. code   13400

Execution Script
Test Steps and Expected Results

Cycle 1	TC-FD.3.3	Transaction Date: 10/1/99

Record a reprogramming from Org. Code 13200 to Org. Code 11200 within fund 0202 in the amount shown.

Assumptions:

None.

Dependencies:

TC-FD.1.8

Inputs:

Amount	$-750,000.00
Apportionment Category	B
Direct/Reimb.	D
Document ID (Fund)	01FD030301
From the New Systems Development Directorate	
Fund	0202
Object Class	4100
Org. Code	13200
Amount	$750,000.00
Apportionment Category	B
Direct/Reimb.	D
Document ID (Fund)	01FD030302
Fund	0202
Object Class	4100
Org. Code	11200

Expected Results:

Verify That:

1. Reprogramming is recorded from Org. Code 13200.

Org. Code   13200

General Ledger Effects

1. **Doc #:** 01FD030301   **Organization:** 13200   **Object Class:** 4100   **Direct/Reimb** D
   FY: 0   **Fund:**   0202   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$750,000.00	4510.01 Apportionments	$750,000.00

2. Reprogramming is recorded to Org. Code 11200.

Org. Code   11200

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-FD.3.3**   **Transaction Date: 10/1/99**

General Ledger Effects

2.   **Doc #:** 01FD030302   **Organization:** 11200   **Object Class:** 4100   **Direct/Reimb** D
     FY: 0   **Fund:**   0202   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$750,000.00	4610.01 Allots-Realized Rsrcs	$750,000.00

Execution Script
Test Steps and Expected Results

Cycle 1	TC-FD.3.4	Transaction Date: 10/1/99

Record a rescission of appropriated funds in fund 0202 in the amount shown. Entire amount withdrawn from first quarter.

Assumptions:

1. Funds should first be moved up through apportionment level to appropriation level.
2. Warrant is to be reduced accordingly.

Dependencies:

TC-FD.1.8

Inputs:

Amount	$250,000.00
Apportionment Category	B
Direct/Reimb.	D
Document ID (Fund)	01FD030401
Fund	0202
Object Class	4100
Org. code	13200

Expected Results:

Verify That:
A rescission is recorded in fund 0202.
Direct/Reimb.   D
General Ledger Effects

1. **Doc #:** 01FD030401 **Organization:** 13200 **Object Class:** 4100 **Direct/Reimb** D
    FY: 0   **Fund:**   0202 **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$250,000.00	1010.01 Fund Bal w/ Treasury	$250,000.00
4450.01 Un-apport. Auth.-Avail	$250,000.00	4392.01 Rescissions - Current Yr	$250,000.00
4610.01 Allots-Realized Rsrcs	$250,000.00	4510.01 Apportionments	$250,000.00
4510.01 Apportionments	$250,000.00	4450.01 Un-apport. Auth.-Avail	$250,000.00

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-FD.3.5**   **Transaction Date: 10/1/99**

Record a transfer of appropriated funds from fund 0202 to fund 0201 in the amount shown. Transfer to fund 0201 for category B is not allotted.

Assumptions:

This is a non-expenditure transfer. No SF 224 reporting is required.

Dependencies:

TC-FD.1.1
TC-FD.1.2
TC-FD.1.7
TC-FD.1.8
TC-FD.2.1

Inputs:

1. Transfer from Fund 0202

Amount	$-250,000.00
Apportionment Category	B
Direct/Reimb.	D
Document ID (Fund)	01FD030501
Fund	0202
Object Class	4100
Org. code	13200

2. Transfer to Fund 0201

Amount	$250,000.00
Apportionment Category	B
Direct/Reimb.	D
Document ID (Fund)	01FD030502
Fund	0201
Org. code	10000

Expected Results:

Verify That:
1. A transfer of funds from fund 0202 is recorded.
--
General Ledger Effects

1.   **Doc #:** 01FD030501   **Organization:** 13200   **Object Class:** 4100   **Direct/Reimb** D
        FY: 0   **Fund:**   0202   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$250,000.00	1010.01 Fund Bal w/ Treasury	$250,000.00
4610.01 Allots-Realized Rsrcs	$250,000.00	4170.01 Transfers-CY Authority	$250,000.00

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-FD.3.5**   **Transaction Date: 10/1/99**

---

2. A transfer of funds to fund 0201 is recorded.

--

General Ledger Effects

2.   **Doc #:** 01FD030502   **Organization:** 10000   **Object Class:**   **Direct/Reimb** D
     FY: 0   **Fund:**   0201   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
4170.01 Transfers-CY Authority	$250,000.00	4510.01 Apportionments	$250,000.00
1010.01 Fund Bal w/ Treasury	$250,000.00	3100.01 Unxpnd Approps.	$250,000.00

Execution Script
Test Steps and Expected Results

Create a new vendor record for the vendor described below, using the business address.

Assumptions:

None.

Dependencies:

Initial Test Setup Data

Inputs:

Business Organization	Corporation
Duns No	555666777
Order From Address	P.O. Box 9078 Rockville, MD 20849
Payment Method	EFT (CTX)
TIN	95-3866614
Vendor E-mail Address	ahsincar@erols.com
Vendor Fax Number	301-762-3349
Vendor Name	AHS Inc.
Vendor No	V-02
Vendor Phone Number	301-762-3349
Vendor Type	Commercial

Expected Results:

Verify That:

The following information is added to the vendor table.

Business Organization	Corporation
Duns No	555666777
Order From Address	P.O. Box 9078 Rockville, MD 20849
Payment Method	EFT (CTX)
TIN	95-3866614
Vendor E-mail Address	ahsincar@erols.com
Vendor Fax Number	301-762-3349
Vendor Name	AHS Inc.
Vendor No	V-02
Vendor Phone Number	301-762-3349
Vendor Type	Commercial

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-PM.1.2**   **Transaction Date: 10/1/99**

Update the vendor information with the paying address listed below.

Assumptions:

None.

Dependencies:

TC-PM.1.1

Inputs:

Remit to Address	P.O. Box 9079 Rockville, MD 20850
TIN	95-3866614
Vendor Name	AHS Inc.

Expected Results:

Verify That:
The following information is updated in the vendor table.

Remit to Address	P.O. Box 9079 Rockville, MD 20850
TIN	95-3866614
Vendor Name	AHS Inc.

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-PM.1.3**   **Transaction Date: 10/1/99**

Set up the associated financial institution and relate it to the vendor established in TC-PM.1.1.

Assumptions:

None.

Dependencies:

TC-PM.1.1

Inputs:

Financial Institution Name	Citibank
Institution Address	1400 Research Road Rockville, MD 20850
Institution Number	255077833

Expected Results:

Verify That:
The following information is added to the financial institution table.

Financial Institution Name	Citibank
Institution Address	1400 Research Road Rockville, MD 20850
Institution Number	255077833

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-PM.1.4**   **Transaction Date: 10/1/99**

Set up the appropriate information to ensure that ACH payments can be made for this vendor to the financial institution indicated to the vendor account number indicated.

Assumptions:

None.

Dependencies:

TC-PM.1.3

Inputs:

Bank Account Number	000007255169
Bank Account Type	Checking
Financial Institution Name	Citibank
Financial Institution Number	255077833
TIN	95-3866614
Vendor Name	AHS Incorporated

Expected Results:

Verify That:
The following information is updated.

Bank Account Number	000007255169
Bank Account Type	Checking
Financial Institution Name	Citibank
Financial Institution Number	255077833
TIN	95-3866614
Vendor Name	AHS Incorporated

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-PM.1.5**   **Transaction Date: 10/1/99**

Update the vendor record to add a second paying address.

Assumptions:

None.

Dependencies:

TC-PM.1.1

Inputs:

Payment Method	EFT(CTX)
Remit to Address	P.O. Box 9080 Rockville, MD 20849
TIN	95-3866614
Vendor Name	AHS Incorporated

Expected Results:

Verify That:
The following information is updated.

Remit to Address	P.O. Box 9080 Rockville, MD 20849
TIN	95-3866614
Vendor Name	AHS Incorporated

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-PM.1.6**   **Transaction Date: 10/1/99**

Provide a listing of the information for this vendor and financial institution.

Assumptions:

None.

Dependencies:

TC-PM.1.3
TC-PM.1.4
TC-PM.1.5
TC-PM.1.1
TC-PM.1.2

Inputs:

Business Organization	Corporation
Order From Address	P.O. Box 9078 Rockville, MD 20849
Payment Method	EFT (CTX)
TIN	95-3866614
Vendor Name	AHS Incorporated

Expected Results:

Verify That:
The following information is listed.

Bank Account Number	000007255169
Bank Account Type	Checking
Business Organization	Corporation
Duns No	555666777
Financial Institution Name	Citibank
Institution Address	1400 Research Road Rockville, MD 20850
Institution Number	255077833
Order From Address	P.O. Box 9078 Rockville, MD 20849
Payment Method	EFT (CTX)
Remit to Address #1	P.O. Box 9079 Rockville, MD 20850
Remit to Address #2	P.O. Box 9080 Rockville, MD 20849
TIN	95-3866614
Vendor E-mail Address	ahsincar@erols.com
Vendor Fax Number	301-762-3349
Vendor Name	AHS Incorporated
Vendor Phone Number	301-762-3349

Execution Script
Test Steps and Expected Results

Cycle 1	**TC-RM.1.2**	**Transaction Date: 10/1/99**

Create customer records using the data provided.

Assumptions:

None.

Dependencies:

None.

Inputs:

1. Customer Information:

Agency Locator Code (ALC)	N/A
Customer Address	3321 Maple Avenue, Fairfax, VA 22030
Customer Contact	N/A
Customer E-Mail Address	Wbpresco@aol.com
Customer ID	PRESCOTW
Customer Name	William Prescott
Customer Phone #	703-830-7271
Customer Type	Government (This is an error to be corrected later.)
Employee?	No
Produce 1099?	No
Tax ID Number (TIN)	517-70-1612

2. Customer Information:

Agency Locator Code (ALC)	12400001
Customer Address	P. O. Box 60000, New Orleans, LA 70160
Customer Contact	Donna Felder
Customer E-Mail Address	dfelder@USDA.NFC.gov
Customer ID	USDANFC
Customer Name	USDA National Finance Center
Customer Phone #	901-351-6612
Customer Type	Government
Employee?	No
Produce 1099?	No
Tax ID Number (TIN)	95-1583415

Expected Results:

Verify That:
1. The following customer record is created.

Agency Locator Code (ALC)	N/A
Customer Address	3321 Maple Avenue, Fairfax, VA 22030
Customer Contact	N/A
Customer E-Mail Address	Wbpresco@aol.com
Customer ID	PRESCOTW

Execution Script
Test Steps and Expected Results

Cycle 1	TC-RM.1.2	Transaction Date: 10/1/99

Customer Name   William Prescott
Customer Phone #   703-830-7271
Customer Type   Government (This is an error to be corrected later.)
Employee?   No
Produce 1099?   No
Tax ID Number (TIN)   517-70-1612

2. The following customer record is created.

Agency Locator Code (ALC)   12400001
Customer Address   P. O. Box 60000, New Orleans, LA 70160
Customer Contact   Donna Felder
Customer E-Mail Address   dfelder@USDA.NFC.gov
Customer ID   USDANFC
Customer Name   USDA National Finance Center
Customer Phone #   901-351-6612
Customer Type   Government
Employee?   No
Produce 1099?   No
Tax ID Number (TIN)   95-1583415

Execution Script
Test Steps and Expected Results

Cycle 1	TC-RM.1.3	Transaction Date: 10/1/99

Create a new customer record (non-governmental customer).

Assumptions:

None.

Dependencies:

None.

Inputs:

Agency Locator Code (ALC)	N/A
Customer Address	1401 S. 12th Street, Arlington, VA 22231
Customer Contact	N/A
Customer E-mail address	Jatruman@occ.gov
Customer ID	TRUMANJ
Customer Name	Josephine Truman
Customer Phone #	202-847-8801
Customer Type	Non-Government
Produce 1099?	No
Tax ID Number (TIN)	230-12-7770

Expected Results:

Verify That:
The following customer record is created.

Agency Locator Code (ALC)	N/A
Customer Address	1401 S. 12th Street, Arlington, VA 22231
Customer Contact	N/A
Customer E-mail address	Jatruman@occ.gov
Customer ID	TRUMANJ
Customer Name	Josephine Truman
Customer Phone #	202-847-8801
Customer Type	Non-Government
Produce 1099?	No
Tax ID Number (TIN)	230-12-7770

Execution Script
Test Steps and Expected Results

Cycle 1	TC-CM.1.1	Transaction Date: 10/1/99

Verify that the revolving fund has the following balance at the beginning of the test period.

Assumptions:

1. Funds were established as part of the test setup as balances brought forward from the prior fiscal year.
2. Fund has authority to hold cash outside treasury account
3. Funds are not subject to apportionment.

Dependencies:

None.

Inputs:

Amount	$839,400.00
Fund	0192
Organization	10000

Expected Results:

Verify That:
The following accounts contain a balance.

Amount	$839,400.00
Fund	0192
Organization	10000

General Ledger Effects

1.	**Doc #:**	**Organization:** 10000	**Object Class:**	**Direct/Reimb** R
	FY: 0	**Fund:** 0192	**Category:** C	

DR Account	DR Amount	CR Account	CR Amount
1010.01 Fund Bal w/ Treasury	$839,400.00	3310.01 Cum. Results of Ops	$839,400.00
4201.01 Tot Act. Resrces-Coll.	$839,400.00	4620.01 Oth. Funds Avail.	$839,400.00

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-CM.1.2**   **Transaction Date: 10/1/99**

The New Systems Development Directorate (org 13200), and its divisions issue a purchase order for computers using fund 0192, a revolving fund. This test step also sets up the purchase of assets for an overhead division (13100) that must be distributed to the three New System Development Divisions when the asset is received in TC-CM.2.2.

Assumptions:

None.

Dependencies:

TC-CM.1.1

Inputs:

Fund	0192
Object Class	3112
Overhead Purchase for Distribution	$15,000.00
Receiver's Address	100 Kst Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone Number	234-7890
Total Amount	$57,000.00
Vendor ID	V-03
Vendor Name	JMK Company

1. Purchase Order:

Description	Computer (5 @ $3,000)
Document ID (Purchase Order)	01CM010201
Org. Code	13210
Total Amount	$15,000.00

2. Purchase Order:

Description	Computer (3 @ $3,000)
Document ID (Purchase Order)	01CM010202
Org. Code	13220
Total Amount	$9,000.00

3. Purchase Order:

Description	Computer (6 @ $3,000)
Document ID (Purchase Order)	01CM010203
Org. Code	13230
Total Amount	$18,000.00

4. Purchase Order:

Description	Computer (5 @ $3,000)

Execution Script
Test Steps and Expected Results

Cycle 1	TC-CM.1.2	Transaction Date: 10/1/99

Document ID (Purchase Order)	01CM010204
Org. Code	13100
Total Amount	$15,000.00

Expected Results:

Verify That:

A purchase order with the following characteristics is established for use in future "3-way" match.

Fund	0192
Object Class	3112
Receiver's Address	100 Kst Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone Number	234-7890
Total Amount	$57,000.00
Vendor ID	V-03
Vendor Name	JMK Company

The purchase orders are recorded to the organizations as follows.

1. Organization:

Description	Computer (5 @ $3,000)

General Ledger Effects

1. **Doc #:** 01CM010201   **Organization:** 13210   **Object Class:** 3112   **Direct/Reimb** R
   FY: 0   **Fund:** 0192   **Category:** C

DR Account	DR Amount	CR Account	CR Amount
4620.01 Oth. Funds Avail.	$15,000.00	4801.01 Undel. Orders-Unpd.	$15,000.00

2. Organization:

Description	Computer (3 @ $3,000)

General Ledger Effects

2. **Doc #:** 01CM010202   **Organization:** 13220   **Object Class:** 3112   **Direct/Reimb** R
   FY: 0   **Fund:** 0192   **Category:** C

DR Account	DR Amount	CR Account	CR Amount
4620.01 Oth. Funds Avail.	$9,000.00	4801.01 Undel. Orders-Unpd.	$9,000.00

3. Organization:

Description	Computer (6 @ $3,000)

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-CM.1.2**   **Transaction Date: 10/1/99**

General Ledger Effects

3.   **Doc #:** 01CM010203   **Organization:** 13230   **Object Class:** 3112   **Direct/Reimb** R
     FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
4620.01 Oth. Funds Avail.	$18,000.00	4801.01 Undel. Orders-Unpd.	$18,000.00

4. Organization:

Description   Computer (5 @ $3,000)

General Ledger Effects

4.   **Doc #:** 01CM010204   **Organization:** 13100   **Object Class:** 3112   **Direct/Reimb** R
     FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
4620.01 Oth. Funds Avail.	$15,000.00	4801.01 Undel. Orders-Unpd.	$15,000.00

Execution Script
Test Steps and Expected Results

The New Systems Development Directorate (org 13200), and its divisions issue a purchase order for software using fund 0192, a revolving fund. This test step also sets up the purchase of assets for an overhead division (13100) that must be distributed to the three New System Development Divisions when the asset is received in TC-CM.2.1.

Assumptions:

None.

Dependencies:

TC-CM.1.2

Inputs:

Fund	0192
Object Class	2610
Receiver's Address	100 K St Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone Number	234-7890
Total Amount	$3,800.00
Total Overhead Purchase for Distribution	$1,000.00
Vendor ID	V-03
Vendor Name	JMK Company

1. Purchase Order:

Description	Software
Document ID (Purchase Order)	01CM010301
Org. Code	13210
Total Amount	$1,000.00

2. Purchase Order:

Description	Software
Document ID (Purchase Order)	01CM010302
Org. Code	13220
Total Amount	$600.00

3. Purchase Order:

Description	Software
Document ID (Purchase Order)	01CM010303
Org. Code	13230
Total Amount	$1,200.00

4. Obligation:

Description	Software

Execution Script
Test Steps and Expected Results

Cycle 1	**TC-CM.1.3**	**Transaction Date: 10/1/99**

Document ID (Purchase Order)   01CM010304
Org. Code   13100
Total Amount $1,000.00

Expected Results:

Verify That:
A purchase order with the following characteristics is established for use in future "3-way" match.

Fund	0192
Object Class	2610
Receiver's Address	100 K St Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone Number	234-7890
Total Amount	$3,800.00
Vendor ID	V-03
Vendor Name	JMK Company

The purchase orders are recorded to the organizations as follows.

1. Organization:
Description   Software
General Ledger Effects

1.	**Doc #:** 01CM010301	**Organization:** 13210	**Object Class:** 2610	**Direct/Reimb** R
	FY: 0	**Fund:** 0192	**Category:** C	

DR Account	DR Amount	CR Account	CR Amount
4620.01 Oth. Funds Avail.	$1,000.00	4801.01 Undel. Orders-Unpd.	$1,000.00

2. Organization:
Description   Software
General Ledger Effects

2.	**Doc #:** 01CM010302	**Organization:** 13220	**Object Class:** 2610	**Direct/Reimb** R
	FY: 0	**Fund:** 0192	**Category:** C	

DR Account	DR Amount	CR Account	CR Amount
4620.01 Oth. Funds Avail.	$600.00	4801.01 Undel. Orders-Unpd.	$600.00

3. Organization:
Description   Software

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-CM.1.3**   **Transaction Date: 10/1/99**

General Ledger Effects

3.   **Doc #:** 01CM010303   **Organization:** 13230   **Object Class:** 2610   **Direct/Reimb** R
     FY: 0   **Fund:** 0192   **Category:** C

DR Account	DR Amount	CR Account	CR Amount
4620.01 Oth. Funds Avail.	$1,200.00	4801.01 Undel. Orders-Unpd.	$1,200.00

4. Organization:
Description   Software
General Ledger Effects

4.   **Doc #:** 01CM010304   **Organization:** 13100   **Object Class:** 2610   **Direct/Reimb** R
     FY: 0   **Fund:** 0192   **Category:** C

DR Account	DR Amount	CR Account	CR Amount
4620.01 Oth. Funds Avail.	$1,000.00	4801.01 Undel. Orders-Unpd.	$1,000.00

Execution Script
Test Steps and Expected Results

Cycle 1   **TC-CM.1.4**   **Transaction Date: 10/1/99**

Estimate the indirect costs to be incurred by the overheard division (13100 - Technical Infrastructure) for the month of October. Costs are estimated by applying a standard overhead ratio to last month's total costs (data supplied below). Demonstrate that the costs can be applied to each of the New System Development Divisions, and stored for end of month variance analysis.

Assumptions:

1. Planned cost estimates would be recalculated each month.
2. Refer to Appendix B of the Qualification Test Plan for the percentage allocations and degree of precision that was used to allocate indirect costs. Rounding discrepancies of 1 cent from expected results are acceptable.

Dependencies:

TC-CM.1.3

Inputs:

Fund	0192
Overhead Rate	38% of Total Costs ($63,000 x 38% = $23,940)
September Costs	13210 = $23,940 x 28.85%
September Costs	13220 = $23,940 x 32.69%
September Costs	13230 = $23,940 x 38.46%

Expected Results:

Verify That:
Overhead Allocations:

Organization:

Estimated Indirect Costs	13210 = $6,906.69

Organization:

Estimated Indirect Costs	13220 = $7,825.99

Organization:

Estimated Indirect Costs	13230 = $9,207.32

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.4.1**   **Transaction Date: 10/15/99**

Record commitments.
Note: Four separate transactions are to be recorded. Two of the transactions are multi-line documents.

Assumptions:

None.

Dependencies:

TC-FD.2.1

Inputs:

1. Zip Drive, Carlton Corp.

Billing Office	CIO
Description	Zip Drive Purchase
Document ID (Commitment)	02FD040101
Fund	0201
Object Class	2610
Org. Code	11100
Quantity	25
Receiver's Address	Rm 2000, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone No.	234-6789
Total Cost	$7,500.00
Unit price	$300.00
Vendor ID	V-01
Vendor Name	Carlton Corporation

2. Office Supplies, AHS Inc.

Billing Office	CIO
Document ID (Commitment)	02FD040102
Fund	0201
Object Class	2610
Org. Code	11100
Receiver's Address	Rm 2000, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone No.	234-6789
Vendor ID	V-02
Vendor Name	AHS Incorporated

2.1. Description, Line 1	Pencils, box of 20
Quantity, Line 1	300
Total Cost, Line 1	$1,500.00

Execution Script
Test Steps and Expected Results

Unit price, Line 1	$5.00
2.2. Description, Line 2	Paper clips, box of 100
Quantity, Line 2	200
Total Cost, Line 2	$500.00
Unit price, Line 2	$2.50
3. Janitorial Services, JMK Co.	
Billing office	CIO
Description	Janitorial Services
Document ID (Commitment)	02FD040103
Fund	0201
Object Class	2520
Org. Code	11100
Quantity	1
Receiver's Address	Rm 2000, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone No.	234-6789
Total Cost	$250,000.00
Unit price	$250,000.00
Vendor ID	V-03
Vendor Name	JMK Company
4. Office Supplies, AHS Inc.	
Billing office	CIO
Document ID (Commitment)	02FD040104
Fund	0201
Object Class	2610
Org. Code	11100
Receiver's Address	Rm 2000, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone No.	234-6789
Vendor ID	V-02
Vendor Name	AHS Incorporated
4.1. Description, line 1	Copy paper, box
Quantity, line 1	200
Total Cost, line 1	$1,000.00
Unit price, line 1	$5.00
4.2. Description, line 2	Felt tip pens, 1 doz.
Quantity, line 2	100
Total Cost, line 2	$250.00
Unit price, line 2	$2.50

Execution Script
Test Steps and Expected Results

Cycle 2	**TC-FD.4.1**	**Transaction Date: 10/15/99**

Expected Results:

Verify That:
1. A commitment is recorded.
1. Zip Drive, Carlton Corp.

Description	Zip Drive Purchase
Document ID (Commitment)	02FD040101
Fund	0201
Object Class	2610
Org. Code	11100
Quantity	25
Total Cost	$7,500.00
Unit price	$300.00
Vendor ID	V-01
Vendor Name	Carlton Corporation

General Ledger Effects

1. **Doc #:** 02FD040101 **Organization:** 11100 **Object Class:** 2610 **Direct/Reimb** D
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$7,500.00	4700.01 Commitments	$7,500.00

2. A commitment is recorded.
2. Office Supplies, AHS Inc.

Document ID (Commitment)	02FD040102
Fund	0201
Object Class	2610
Org. Code	11100
Vendor ID	V-02
Vendor Name	AHS Incorporated

2.1. Description, Line 1	Pencils, box of 20
Quantity, Line 1	300
Total Cost, Line 1	$1,500.00
Unit price, Line 1	$5.00

2.2. Description, Line 2	Paper clips, box of 100
Quantity, Line 2	200
Total Cost, Line 2	$500.00
Unit price, Line 2	$2.50

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.4.1**   **Transaction Date: 10/15/99**

General Ledger Effects

2.2.   **Doc #:** 02FD040102   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D

      FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$2,000.00	4700.01 Commitments	$2,000.00

3. A commitment is recorded.

3. Janitorial Services, JMK Co.

Description	Janitorial Services
Document ID (Commitment)	02FD040103
Fund	0201
Object Class	2520
Org. Code	11100
Quantity	1
Total Cost	$250,000.00
Unit price	$250,000.00
Vendor ID	V-03
Vendor Name	JMK Company

General Ledger Effects

3.   **Doc #:** 02FD040103   **Organization:** 11100   **Object Class:** 2520   **Direct/Reimb** D

      FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$250,000.00	4700.01 Commitments	$250,000.00

4. A commitment is recorded.

4. Office Supplies, AHS Inc.

Document ID (Commitment)	02FD040104
Fund	0201
Object Class	2610
Org. Code	11100
Vendor ID	V-02
Vendor Name	AHS Incorporated

4.1. Description, line 1	Copy paper, box
Quantity, line 1	200
Total Cost, line 1	$1,000.00
Unit price, line 1	$5.00

4.2. Description, line 2	Felt tip pens, 1 doz.
Quantity, line 2	100

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.4.1**   **Transaction Date: 10/15/99**

Total Cost, line 2 $250.00
Unit price, line 2 $2.50
General Ledger Effects

4.2.   **Doc #:** 02FD040104   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D

      FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$1,250.00	4700.01 Commitments	$1,250.00

Execution Script
Test Steps and Expected Results

Cycle 2	TC-FD.4.2	Transaction Date: 10/15/99

Prepare and store a commitment transaction for future posting. Describe edit and validation procedures that will take place prior to actual posting.

Assumptions:

None.

Dependencies:

Associated with TC-FD.4.6
TC-FD.2.1

Inputs:

Billing office	Human Resources Directorate
Description	Widget
Document ID (Commitment)	02FD040201
Fund	0201
Object Class	2610
Org. Code	11200
Quantity	1
Receiver's Address	Rm 2050, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Hollis Brown
Receiver's Telephone No.	234-5000
Total Cost	$4,500.00
Unit price	$4,500.00
Vendor ID	V-05
Vendor Name	Donald Baker

Expected Results:

Verify That:
A commitment is prepared and stored for future posting. Vendors should describe edit and validation procedures that will take place prior to actual posting.
Document ID (Commitment)   02FD040201

Execution Script
Test Steps and Expected Results

Cycle 2	TC-FD.4.3	Transaction Date: 10/15/99

Demonstrate ability to enter commitments from multiple locations by entering at least one of the transactions (from the following pages) from a separate PC.

Assumptions:

None.

Dependencies:

At least two data entry sources (e.g., PCs) will be needed for this step.

Inputs:

Demo only

Expected Results:

Verify That:
Commitments are entered from multiple locations.
Demo only

Execution Script
Test Steps and Expected Results

Cycle 2	TC-FD.4.4	Transaction Date: 10/15/99

Process a commitment transaction from an external system.

Assumptions:

None.

Dependencies:

TC-FD.2.1

Inputs:

Billing office	Human Resources Directorate
Description	Chair
Document ID (Commitment)	02FD040401
Fund	0201
Object Class	2610
Org. Code	11200
Quantity	30
Receiver's Address	Rm 2050, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Hollis Brown
Receiver's Telephone No.	234-5000
Total Cost	$7,500.00
Unit price	$250
Vendor ID	V-05
Vendor Name	Donald Baker

Expected Results:

Verify That:
A transaction from an external procurement system is processed.

Billing office	Human Resources Directorate
Description	Chair
Document ID (Commitment)	02FD040401
Fund	0201
Object Class	2610
Org. Code	11200
Quantity	30
Total Cost	$7,500.00
Unit price	$250
Vendor ID	V-05
Vendor Name	Donald Baker

Execution Script
Test Steps and Expected Results

Cycle 2 **TC-FD.4.4** **Transaction Date: 10/15/99**

General Ledger Effects

1. **Doc #:** 02FD040401 **Organization:** 11200 **Object Class:** 2610 **Direct/Reimb** D
    FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$7,500.00	4700.01 Commitments	$7,500.00

Execution Script
Test Steps and Expected Results

Cycle 2	**TC-FD.4.5**	**Transaction Date: 10/15/99**

Enter a modification to increase a commitment.

Assumptions:

None.

Dependencies:

TC-FD.4.1

Inputs:

Additional Amount	$1,500.00
Correct Amount	$9,000.00
Correct Quantity	30
Document ID (Commitment modified)	02FD040101
Document ID (New commitment)	02FD040105
Object Class	2610
Org Code	11100

Expected Results:

Verify That:
A commitment is modified.

Additional Amount	$1,500.00
Correct Amount	$9,000.00
Correct Quantity	30
Document ID (Commitment modified)	02FD040101
Document ID (New commitment)	02FD040105
Object Class	2610
Org Code	11100

General Ledger Effects

1. **Doc #:** 02FD040105   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D
   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$1,500.00	4700.01 Commitments	$1,500.00

Execution Script
Test Steps and Expected Results

Cycle 2 **TC-FD.4.6** **Transaction Date: 10/15/99**

Post transaction FD-4.2, a stored transaction.

Assumptions:

None.

Dependencies:

TC-FD.4.2

Inputs:

Document ID (Commitment) 02FD040201

Expected Results:

Verify That:
 TC-FD.4.2.1, a stored transaction, is posted.
Document ID (Commitment) 02FD040201
General Ledger Effects

1. **Doc #:** 02FD040201 **Organization:** 11200 **Object Class:** 2610 **Direct/Reimb** D
  FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$4,500.00	4700.01 Commitments	$4,500.00

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.4.7**   **Transaction Date: 10/15/99**

Record a commitment transaction that exceeds the amount available and attempt to post. Allow an authorized user to override. Then reverse the transaction altogether.

Assumptions:

An accounting technician tries to post a commitment exceeding the amount available. The transaction is rejected. A supervisor overrides the rejection and posts the transaction. Then the supervisor realizes the amount is too large and reverses the transaction.

Dependencies:

TC-FD.3

Inputs:

Billing office	CIO
Description	Box of markers
Document ID (Commitment)	02FD040701
Fund	0201
Object Class	2610
Org. code	11100
Quantity	10,000,000.00
Receiver's name	Bill Smith
Receiver's Telephone No.	234-6789
Total Cost	$31,000,000.00
Unit Price	$3.10
Vendor ID	V-02
Vendor Name	AHS Incorporated

2. Allow an authorized user to override, posting the transaction.

Document ID (Commitment)	02FD040701

3. Reverse the transaction.

Document ID (Commitment)	02FD040702

Expected Results:

Verify That:
1. The transaction is rejected.

Document ID (Commitment)	02FD040701

2. The transaction is posted.

Document ID (Commitment)	02FD040701

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.4.7**   **Transaction Date: 10/15/99**

General Ledger Effects

2.   **Doc #:** 02FD040701   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D
      FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$31,000,000.00	4700.01 Commitments	$31,000,000.00

3. The transaction is reversed.

Document ID (Commitment)   02FD040702

General Ledger Effects

3.   **Doc #:** 02FD040702   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D
      FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4700.01 Commitments	$31,000,000.00	4610.01 Allots-Realized Rsrcs	$31,000,000.00

Execution Script
Test Steps and Expected Results

Record obligations.

Assumptions:

None.

Dependencies:

TC-FD.4.5
TC-FD.4.1

Inputs:

1. Not preceded by commitment

Billing office	CIO
Description	Stock-01
Document ID (Obligation)	02FD050101
Fund	0201
Object Class	2610
Org. Code	11100
Quantity	50
Receiver's Address	Rm 2000, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone No.	234-6789
Total Cost	$50,000.00
Unit price	$1,000.00
Vendor ID	V-05
Vendor Name	Donald Baker

2. Partially liquidating a commitment

Billing office	CIO
Description	Janitorial Services-October
Document ID (Commitment)	02FD040103 03FD040103
Document ID (Obligation)	02FD050102
Fund	0201
Object Class	2520
Org. Code	11100
Receiver's Address	Rm 2000, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone No.	234-6789
Total Cost	$20,833.00
Unit price	$20,833.00
Vendor ID	V-03

Execution Script
Test Steps and Expected Results

Cycle 2	**TC-FD.5.1**	**Transaction Date: 10/15/99**

Vendor Name	JMK Company
3. Closing out a commitment	
Billing office	CIO
Commitment Number	02FD040101
description	Zip Drive Purchase
Document ID (Obligation)	02FD050103
Fund	0201
Object Class	2610
Org. Code	11100
Quantity	30
Receiver's Address	Rm 2000, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone No.	234-6789
Total Cost	$9,000.00
Unit price	$300.00
Vendor ID	V-01
Vendor Name	Carlton Corporation

Expected Results:

Verify That:

1. An obligation is recorded with no prior commitment.

Description	Stock-01
Document ID (Obligation)	02FD050101
Fund	0201
Object Class	2610
Org. Code	11100
Total Cost	$50,000.00
Unit price	$1,000.00
Vendor ID	V-05
Vendor Name	Donald Baker

General Ledger Effects

1. **Doc #:** 02FD050101   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D
    FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$50,000.00	4801.01 Undel. Orders-Unpd.	$50,000.00

2. An obligation that partially liquidates an existing commitment is recorded.

Description	Janitorial Services-October
Document ID (Commitment)	02FD040103
	03FD040103
Document ID (Obligation)	02FD050102

Execution Script
Test Steps and Expected Results

Cycle 2	**TC-FD.5.1**	**Transaction Date: 10/15/99**

Fund	0201
Object Class	2520
Org. Code	11100
Total Cost	$20,833.00
Unit price	$20,833.00
Vendor ID	V-03
Vendor Name	JMK Company

General Ledger Effects

2. **Doc #:** 02FD050102 **Organization:** 11100 **Object Class:** 2520 **Direct/Reimb** D
    FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4700.01 Commitments	$20,833.00	4801.01 Undel. Orders-Unpd.	$20,833.00

3. An obligation that closes out an existing commitment is recorded.

Commitment Number	02FD040101
description	Zip Drive Purchase
Document ID (Obligation)	02FD050103
Fund	0201
Object Class	2610
Org. Code	11100
Total Cost	$9,000.00
Unit price	$300.00
Vendor ID	V-01
Vendor Name	Carlton Corporation

General Ledger Effects

3. **Doc #:** 02FD050103 **Organization:** 11100 **Object Class:** 2610 **Direct/Reimb** D
    FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4700.01 Commitments	$9,000.00	4801.01 Undel. Orders-Unpd.	$9,000.00

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.5.2**   **Transaction Date: 10/15/99**

Combine two commitment documents into one purchase order and record the obligation.

Assumptions:

None.

Dependencies:

TC-FD.4.1

Inputs:

Billing office	CIO
Document ID (Commitments combined)	02FD040102, 02FD040104
Document ID (Obligation)	02FD050201
Fund	0201
Object Class	2610
Org. Code	11100
Receiver's Address	Rm 2000, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone No.	234-6789
Vendor ID	V-02
Vendor Name	AHS Incorporated
Description, line 1	Pencils, box of 20
Quantity	300
Total Cost	$1,500.00
Unit price	$5.00
Description, line 2	Paper clips, box of 100
Quantity	200
Total Cost	$500.00
Unit price	$2.50
Description, line 3	Copy paper, box
Quantity	200
Total Cost	$1,000.00
Unit price	$5.00
Description, line 4	Felt tip pens, 1 doz.
Quantity	100
Total Cost	$250.00
Unit price	$2.50

Execution Script
Test Steps and Expected Results

Cycle 2	TC-FD.5.2	Transaction Date: 10/15/99

Expected Results:

Verify That:

Two commitments are combined in one purchase order and the obligation is recorded.

Document ID (Commitments combined)	02FD040102, 02FD040104
Document ID (Obligation)	02FD050201
Fund	0201
Object Class	2610
Org. Code	11100
Vendor ID	V-02
Vendor Name	AHS Incorporated

Description, line 1	Pencils, box of 20
Quantity	300
Total Cost	$1,500.00
Unit price	$5.00

Description, line 2	Paper clips, box of 100
Quantity	200
Total Cost	$500.00
Unit price	$2.50

General Ledger Effects

1.02	**Doc #:** 02FD050201	**Organization:** 11100	**Object Class:** 2610	**Direct/Reimb** D
	FY: 0	**Fund:** 0201	**Category:** A	

DR Account	DR Amount	CR Account	CR Amount
4700.01 Commitments	$2,000.00	4801.01 Undel. Orders-Unpd.	$2,000.00

Description, line 3	Copy paper, box
Quantity	200
Total Cost	$1,000.00
Unit price	$5.00

Description, line 4	Felt tip pens, 1 doz.
Quantity	100
Total Cost	$250.00
Unit price	$2.50

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.5.2**   **Transaction Date: 10/15/99**

General Ledger Effects

1.04   **Doc #:** 02FD050201   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D

      FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4700.01 Commitments	$1,250.00	4801.01 Undel. Orders-Unpd.	$1,250.00

Execution Script
Test Steps and Expected Results

Cycle 2	TC-FD.5.3	Transaction Date: 10/15/99

Prepare and store obligation transactions, without prior commitments for future posting. Describe edit and validation procedures that will take place prior to actual posting.

Assumptions:

None.

Dependencies:

TC-FD.2.1

Inputs:

1. Computer Purchase- no preceding commitment

Billing office	CIO
Description	Computer
Document ID (Obligation)	02FD050301
Fund	0201
Object Class	3110
Org. Code	11100
Quantity	5
Receiver's Address	Rm 2000, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone No.	234-6789
Total Cost	$10,750.00
Unit price	$2,150.00
Vendor ID	V-03
Vendor Name	JMK Company

2. Consulting Services - No preceding commitment

Billing office	CIO
Description	Consulting Services
Document ID (Obligation)	02FD050302
Fund	0201
Object Class	2520
Org. Code	11100
Quantity	1
Receiver's Address	Rm 2000, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone No.	234-6789
Total Cost	$5,000.00
Unit price	$5,000.00

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.5.3**   **Transaction Date: 10/15/99**

Vendor ID	V-08
Vendor Name	GSA-Federal Supply Service

Expected Results:

Verify That:

Two obligations are prepared and stored for future posting. Vendors should describe edit and validation procedures that will take place prior to actual posting.

1. Computer Purchase- no preceding commitment

Billing office	CIO
Description	Computer
Document ID (Obligation)	02FD050301
Fund	0201
Object Class	3110
Org. Code	11100
Quantity	5
Total Cost	$10,750.00
Unit price	$2,150.00
Vendor ID	V-03
Vendor Name	JMK Company

2. Consulting Services - No preceding commitment

Description	Consulting Services
Document ID (Obligation)	02FD050302
Fund	0201
Object Class	2520
Org. Code	11100
Quantity	1
Total Cost	$5,000.00
Unit price	$5,000.00
Vendor ID	V-08
Vendor Name	GSA-Federal Supply Service

Execution Script
Test Steps and Expected Results

Cycle 2	TC-FD.5.4	Transaction Date: 10/15/99

Record purchase order when the amount is greater than the commitment amount. Demonstrate warning message and override procedure.

Assumptions:

None.

Dependencies:

TC-FD.4.6

Inputs:

Billing office	Human Resources Directorate
Description	Widget
Document ID (Commitment)	02FD040201
Document ID (Obligation)	02FD050401
Fund	0201
Object Class	2610
Org. Code	11200
Quantity	10
Receiver's Address	Rm 2050, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Hollis Brown
Receiver's Telephone No.	234-5000
Total cost	$45,000
Unit price	$4,500
Vendor ID	V-05
Vendor Name	Donald Baker

Expected Results:

Verify That:

A purchase order which is greater than the commitment amount is recorded. A warning message is generated. Vendors should demonstrate this warning message and subsequent override procedure.

Description	Widget
Document ID (Commitment)	02FD040201
Document ID (Obligation)	02FD050401
Fund	0201
Object Class	2610
Org. Code	11200
Quantity	10
Total cost	$45,000
Unit price	$4,500
Vendor ID	V-05
Vendor Name	Donald Baker

Execution Script
Test Steps and Expected Results

| **Cycle 2** | **TC-FD.5.4** | **Transaction Date: 10/15/99** |

General Ledger Effects

1. **Doc #:** 02FD050401   **Organization:** 11200   **Object Class:** 2610   **Direct/Reimb** D
    FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4700.01 Commitments	$4,500.00	4801.01 Undel. Orders-Unpd.	$4,500.00

--

General Ledger Effects

2. **Doc #:** 02FD050401   **Organization:** 11200   **Object Class:** 2610   **Direct/Reimb** D
    FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$40,500.00	4801.01 Undel. Orders-Unpd.	$40,500.00

Execution Script
Test Steps and Expected Results

Cycle 2 **TC-FD.5.5** **Transaction Date: 10/15/99**

Record a blanket purchase agreement and record first call.

Assumptions:

None.

Dependencies:

TC-FD.2.1

Inputs:

Annual limitation-NOT TO EXCEED	$75,000
Billing office	Program Development
Description	Engineering Services
Document ID (Obligation)	02FD050501
First Call (Obligation)	$50,000.00
Fund	0201
Object Class	2520
Org. Code	11200
Receiver's Address	Rm 2000, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Mary Kay
Receiver's Telephone No.	234-1929
Vendor ID	V-01
Vendor Name	Carlton Corporation
Blanket Agreement No.	01

Expected Results:

Verify That:

A blanket purchase agreement (BPA) is recorded.

Annual limitation-NOT TO EXCEED	$75,000
Billing office	Program Development
Description	Engineering Services
Document ID (Obligation)	02FD050501
First Call (Obligation)	$50,000.00
Fund	0201
Object Class	2520
Org. Code	11200
Vendor ID	V-01
Vendor Name	Carlton Corporation

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.5.5**   **Transaction Date: 10/15/99**

General Ledger Effects

1.   **Doc #:** 02FD050501   **Organization:** 11200   **Object Class:** 2520   **Direct/Reimb** D

       FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$50,000.00	4801.01 Undel. Orders-Unpd.	$50,000.00

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.5.6**   **Transaction Date: 10/15/99**

Record the following contract limitation. Record the initial delivery order as an obligation without a preceding commitment.

Assumptions:

None.

Dependencies:

TC-FD.3

Inputs:

Annual limitation	$100,000.00
Billing office	CIO
Contract No.	Cont 001
Delivery Order (Obligation)	$60,000.00
Description	Consulting Services
Document ID (Obligation)	02FD050601
Fund	0201
Object Class	2520
Org. Code	11200
Quantity	1
Receiver's Address	Rm 2000, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Mary Kay
Receiver's Telephone No.	234-1929
Vendor ID	V-01
Vendor Name	Carlton Corporation

Expected Results:

Verify That:

A contract limitation is recorded. Vendors should demonstrate how delivery orders are tracked, monitored, and controlled against this limitation.

Annual limitation	$100,000.00
Delivery Order (Obligation)	$60,000.00
Description	Consulting Services
Document ID (Obligation)	02FD050601
Fund	0201
Object Class	2520
Org. Code	11200
Quantity	1
Vendor ID	V-01

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.5.6**   **Transaction Date: 10/15/99**

General Ledger Effects

1. **Doc #:** 02FD050601   **Organization:** 11200   **Object Class:** 2520   **Direct/Reimb** D
    FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$60,000.00	4801.01 Undel. Orders-Unpd.	$60,000.00

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.5.7**   **Transaction Date: 10/15/99**

Demonstrate ability to enter data into the system from multiple locations by entering at least one transaction from a separate PC.

Assumptions:

None.

Dependencies:

At least two data entry sources (e.g., PCs) will be needed for this step.

Inputs:

Demo only

Expected Results:

Verify That:
Obligations can be entered from multiple locations by entering at least one Cycle 2 transaction from a separate PC.
Demo only

Execution Script
Test Steps and Expected Results

Cycle 2	**TC-FD.5.10**	**Transaction Date: 10/15/99**

Record an obligation for supplies purchased from the GSA Federal Supply Service.

Assumptions:

None.

Dependencies:

TC-FD.2.1

Inputs:

Billing office	CIO
Description	Supplies
Document ID (Obligation)	02FD051001
Fund	0201
Object Class	2610
Org. Code	11100
Quantity	1
Receiver's Address	Rm 2000, IT Services Agency Bldg., 1 Government Place, Washington DC 20001
Receiver's Name	Bill Smith
Receiver's Telephone No.	234-6789
Total Cost	$25,000.00
Unit price	$25,000.00
Vendor ID	V-08
Vendor Name	GSA - Federal Supply Service

Expected Results:

Verify That:
An obligation is recorded from the GSA Federal Supply Service.

Description	Supplies
Document ID (Obligation)	02FD051001
Fund	0201
Object Class	2610
Org. Code	11100
Quantity	1
Total Cost	$25,000.00
Unit price	$25,000.00
Vendor ID	V-08
Vendor Name	GSA - Federal Supply Service

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.5.10**   **Transaction Date: 10/15/99**

General Ledger Effects

1.   **Doc #:** 02FD051001   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$25,000.00	4801.01 Undel. Orders-Unpd.	$25,000.00

Execution Script
Test Steps and Expected Results

Query the system to produce two listings of existing obligations for purchases: one by vendor and one by document ID. Perform a print screen of the queried information. Download the information to an electronic format that can be transferred to other applications.

Assumptions:

None.

Dependencies:

TC-FD.5.1
TC-FD.5.2
TC-FD.5.4
TC-FD.5.5
TC-FD.5.6
TC-FD.5.10
TC-CM.1.2
TC-CM.1.3

Inputs:

Print the listings	Same data returned by query
Produce an electronic file	Same data returned by query
Produce two listings	

Expected Results:

Verify That:

Two listings of existing obligations are produced: one by vendor and one by document ID. A print screen of the required information is performed. The information is downloaded to an electronic format than can be transferred to other applications.

Print the listings	Same data returned by query
Produce an electronic file	Same data returned by query
Produce two listings	

Doc ID	Amount	Vendor
02FD050101	$50,000.00	Donald Baker
02FD050401	$45,000.00	

Doc ID	Amount	Vendor
01CM010201	$15,000.00	JMK
01CM010202	$9,000.00	
01CM010203	$18,000.00	
01CM010204	$15,000.00	

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.5.11**   **Transaction Date: 10/15/99**

01CM010301	$1,000.00
01CM010302	$600.00
01CM010303	$1,200.00
01CM010304	$1,000.00
02FD050102	$20,833.00

Doc ID	Amount	Vendor
02FD050103	$9,000.00	Carlton
02FD050501	$50,000.00	
02FD050601	$60,000.00	

Doc ID	Amount	Vendor
02FD050201	$3,250.00	AHS

Doc ID	Amount	Vendor
02FD051001	$25,000.00	GSA

Execution Script
Test Steps and Expected Results

Cycle 2	**TC-FD.6.1**	**Transaction Date: 10/15/99**

Enter a downward adjustment to an existing purchase order as a result of reduction in unit cost.

Assumptions:

None.

Dependencies:

TC-FD.5.2

Inputs:

Change amount	-$10.00
Correct Amount	$240.00
Description	Felt tip pens
Document ID (Modified obligation)	02FD050201
Line Item	4
New unit price	$2.40
Quantity	100

Expected Results:

Verify That:

A purchase order is modified.

Change amount	-$10.00
Correct Amount	$240.00
Description	Felt tip pens
Document ID (Modified obligation)	02FD050201
Line Item	4
New unit price	$2.40
Quantity	100

General Ledger Effects

1. **Doc #:** 02FD050201   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D

   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4801.01 Undel. Orders-Unpd.	$10.00	4610.01 Allots-Realized Rsrcs	$10.00

Execution Script
Test Steps and Expected Results

Cycle 2	TC-FD.6.2	Transaction Date: 10/15/99

Cancel a purchase order for supplies from GSA and reverse the obligation.

Assumptions:

None.

Dependencies:

TC-FD.5.10

Inputs:

Amount	$-25,000
Description	Supplies
Document ID (Obligation)	02FD051001

Expected Results:

Verify That:

A purchase order is cancelled and the obligation is reversed.

Amount	$-25,000
Description	Supplies
Document ID (Obligation)	02FD051001

General Ledger Effects

1. **Doc #:** 02FD051001   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D
   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4801.01 Undel. Orders-Unpd.	$25,000.00	4610.01 Allots-Realized Rsrcs	$25,000.00

Execution Script
Test Steps and Expected Results

Cycle 2	TC-FD.7.1	Transaction Date: 10/15/99

Modify a delivery order with a private firm for consulting services to increase obligation amount.

Assumptions:

None.

Dependencies:

TC-FD.5.6

Inputs:

Amount of increase	$15,000.00
Document ID (New obligation)	02FD070101
Document ID (Obligation modified)	02FD050601
Revised amount	$75,000.00

Expected Results:

Verify That:
 A contract with a private firm for consulting services is modified.

Amount of increase	$15,000.00
Document ID (New obligation)	02FD070101
Document ID (Obligation modified)	02FD050601
Revised amount	$75,000.00

General Ledger Effects

1. **Doc #:** 02FD070101 **Organization:** 11200 **Object Class:** 2520 **Direct/Reimb** D
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$15,000.00	4801.01 Undel. Orders-Unpd.	$15,000.00

Execution Script
Test Steps and Expected Results

Cycle 2	**TC-FD.7.2**	**Transaction Date: 10/15/99**

Record the obligation of the following grant.

Assumptions:

Grant recipient, Educational Development, must first be added to the vendor file.

Dependencies:

None

Inputs:

Payment Method:	Check
Recipient ID	Rec-01
Recipient Name	Educational Development, Inc.
Remit to Address:	7222 Ocean Drive, HollyWood, FL 33003
TIN:	07-2955667
Vendor Type:	Commercial
Annual limitation-NOT TO EXCEED	$15,000.00
Description	New Technology Incentive Grant
Document ID (Obligation)	02FD070201
Fund	0202
Grant Monitoring Office	New System Development
Grant number	GR-01
Object Class	4100
Org. Code	11200
Quantity	1

Expected Results:

Verify That:
A grant is recorded.

Payment Method:	Check
Recipient ID	Rec-01
Recipient Name	Educational Development, Inc.
Remit to Address:	7222 Ocean Drive, HollyWood, FL 33003
TIN:	07-2955667
Vendor Type:	Commercial
Annual limitation-NOT TO EXCEED	$15,000.00
Description	New Technology Incentive Grant
Document ID (Obligation)	02FD070201
Fund	0202

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-FD.7.2**   **Transaction Date: 10/15/99**

Grant number   GR-01
Object Class   4100
Org. Code   11200
General Ledger Effects

2.   **Doc #:** 02FD070201   **Organization:** 11200   **Object Class:** 4100   **Direct/Reimb** D

      FY: 0   **Fund:**   0202   **Category:**   B

DR Account   **DR Amount**   **CR Account**   **CR Amount**

4610.01 Allots-Realized Rsrcs $15,000.00   4801.01 Undel. Orders-Unpd. $15,000.00

Execution Script
Test Steps and Expected Results

Cycle 2	TC-FD.7.3	Transaction Date: 10/15/99

Record the following accrual against an existing contract.

Assumptions:

None.

Dependencies:

TC-FD.5.6

Inputs:

Accrual amount	$10,000.00
Description	Consulting Services
Document ID (Accrual)	02FD070301
Document ID (Obligation)	02FD050601
Fund	0201
Object Class	2520
Org. Code	11200
Quantity	1
Receiver's name	Mary Kay
Vendor ID	V-01
Vendor Name	Carlton Corporation

Expected Results:

Verify That:
An accrual is recorded.

Accrual amount	$10,000.00
Description	Consulting Services
Document ID (Accrual)	02FD070301
Document ID (Obligation)	02FD050601
Fund	0201
Object Class	2520
Org. Code	11200
Vendor ID	V-01
Vendor Name	Carlton Corporation

General Ledger Effects

1. **Doc #:** 02FD070301   **Organization:** 11200   **Object Class:** 2520   **Direct/Reimb** D
   FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4801.01 Undel. Orders-Unpd.	$10,000.00	4901.01 Expended Auth.-Unpd.	$10,000.00
3100.01 Unxpnd Approps.	$10,000.00	5700.01 Approps. Used	$10,000.00
6100.01 Op. Exp./Prg. Costs	$10,000.00	2110.01 A/P	$10,000.00

Execution Script
Test Steps and Expected Results

Cycle 2	TC-RM.1.4	Transaction Date: 10/15/99

Post the following reimbursements earned/accounts receivables as directed in the supplied data and bill through OPAC.

Assumptions:

None.

Dependencies:

TC-RM.1.1
TC-FD.1.5

Inputs:

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Computer Support
Document No. (bill)	02RM010401
Final Payment Due Date	11/26/99
First Payment Due Date	N/A
Fund	0201
Order Number	1
Quantity	15 hours
Total Due	$1,500.00
Unit Price	$100.00

Expected Results:

Verify That:
The following receivable is established.

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Computer Support
Document No. (bill)	02RM010401
Final Payment Due Date	11/26/99
Fund	0201
Order Number	1
Total Due	$1,500.00

Execution Script
Test Steps and Expected Results

Cycle 2	TC-RM.1.4	Transaction Date: 10/15/99

General Ledger Effects

1.   **Doc #:** 02RM010401   **Organization:** None   **Object Class:**   **Direct/Reimb** R
   FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4251.01 Reimb. & Oth Inc Erned-Rec	$1,500.00	4221.01 Unfild Cust Ordrs w/o Adv.	$1,500.00
1310.01 A/R	$1,500.00	5200.01 Rev. Srvcs Provided	$1,500.00

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-RM.2.1**   **Transaction Date: 10/15/99**

Modify customer type for existing customer from government to non-government.

Assumptions:

None.

Dependencies:

TC-RM.1.2

Inputs:

Customer ID	PRESCOTW
Customer Name	William Prescott
Customer Type	Non-Government
Produce 1099?	Yes

Expected Results:

Verify That:
The bill type should be changed from government to non-government for the following customer.

Customer ID	PRESCOTW
Customer Name	William Prescott
Customer Type	Non-Government
Produce 1099?	Yes

Execution Script
Test Steps and Expected Results

Cycle 2	TC-RM.2.2	Transaction Date: 10/15/99

Process a reimbursement earned/accounts receivable and bill manually. Enter balances for existing customer based on a manually prepared bill generated in a later test step.

Assumptions:

None.

Dependencies:

None.

Inputs:

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Initial Balance
Document ID	02RM020201
Final Payment Due Date	1/10/00
Fund	0201
Order Number	2
Total Due	$25,000.00

Expected Results:

Verify That:
The following customer balances should be increased by the amount shown:

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Document ID	02RM020201
Order Number	2
Total Due	$25,000.00

General Ledger Effects

1. **Doc #:** 02RM020201 **Organization:** None **Object Class:** **Direct/Reimb** R
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4251.01 Reimb. & Oth Inc Erned-Rec	$25,000.00	4221.01 Unfild Cust Ordrs w/o Adv.	$25,000.00
1310.01 A/R	$25,000.00	5200.01 Rev. Srvcs Provided	$25,000.00

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-RM.2.3**   **Transaction Date: 10/15/99**

Perform a system query to verify customer billings and balances for reimbursable agreements.

Assumptions:

None.

Dependencies:

TC-RM.2.2

TC-RM.3.1

TC-RM.1.4

Inputs:

All Reimbursable Agreements

Expected Results:

Verify That:

The following report showing each customer record and balance is produced:

a. USDACOMM	$12,000.00
b. USDACOMM	$ 1,500.00
c. USDACOMM	$25,000.00
Total	$38,500.00

Execution Script
Test Steps and Expected Results

Cycle 2 **TC-RM.3.3** **Transaction Date: 10/15/99**

Enter a lease receivable for a non-governmental customer. Payments to be billed on a recurring basis. Only earned revenue recognized with each billing.

Assumptions:

This is to be set up as a lease receivable for a government-owned building. The government has the authority to spend the funds to maintain the building. This is a break-even situation. Payments due in consecutive months.

Dependencies:

TC-RM.1.2

Inputs:

Amount of Installment	$200.00
Customer ID	PRESCOTW
Customer Name	William Prescott
Description	Lease of government-owned property
Document ID (Bill)	02RM030301
Final Payment Billing Date	2/15/00
Final Payment Due Date	03/15/00
First Billing Date	10/15/99
First Payment Due Date	11/15/99
Fund	0201
Fund Type	Direct
Number Installment Payments	5
Total Due	$1,000.00

Expected Results:

Verify That:
An accounts receivable increase and an increase to the applicable customer record is posted with the following information.

Amount of Installment	$200.00
Customer Bill Number	4-Instal (optional)
Customer ID	PRESCOTW
Customer Name	William Prescott
Description	Lease of government-owned property
Final Payment Billing Date	2/15/00
Final Payment Due Date	03/15/00
First Billing Date	10/15/99
First Payment Due Date	11/15/99
Fund Type	Direct
Number Installment Payments	5
Total Due	$1,000.00

Execution Script
Test Steps and Expected Results

Cycle 2 **TC-RM.3.3** **Transaction Date: 10/15/99**

General Ledger Effects

1. **Doc #:** 02RM030301 **Organization:** None **Object Class:** **Direct/Reimb** D
    FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
1310.01 A/R	$200.00	5900.01 Other Revenue	$200.00
4060.01 Ant. Colls-Non Fed	$200.00	4450.01 Un-apport. Auth.-Avail	$200.00

Execution Script
Test Steps and Expected Results

Cycle 2	**TC-RM.3.4**	**Transaction Date: 10/15/99**

Record multiple reimbursement earned/accounts receivables for the same customer and bill through OPAC.

Assumptions:

This is part of the unfilled order that we received from USDA.

Dependencies:

TC-FD.1.5
TC-RM.1.1

Inputs:

1. Post Charge

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Supplies
Document ID (Bill)	02RM030401
Due Date	11/15/99
Fund	0201 "R"
Order Number	5
Total Due	$15.00

2. Post Charge

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Supplies
Document ID (Bill)	02RM030402
Due Date	11/15/99
Fund	0201 "R"
Order Number	6
Total Due	$102.00

3. Post Charge

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Supplies
Document ID (Bill)	02RM030403
Due Date	11/15/99
Fund	0201 "R"
Order Number	7
Total Due	$30.00

Execution Script
Test Steps and Expected Results

Cycle 2	TC-RM.3.4	Transaction Date: 10/15/99

4. Post Charge

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Supplies
Document ID (Bill)	02RM030404
Due Date	11/15/99
Fund	0201 "R"
Order Number	8
Total Due	$45.00

Expected Results:

Verify That:

1. The following receivable is recorded.

Customer ID	USDACOMM
Description	Supplies
Invoice Number	1-Supply
Order Number	5
Total Due	$15.00

General Ledger Effects

1. **Doc #:** 02RM030401   **Organization:** None   **Object Class:**   **Direct/Reimb** R
   FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4251.01 Reimb. & Oth Inc Erned-Rec	$15.00	4221.01 Unfild Cust Ordrs w/o Adv.	$15.00
1310.01 A/R	$15.00	5200.01 Rev. Srvcs Provided	$15.00

2. The following receivable is recorded.

Customer ID	USDACOMM
Description	Supplies
Invoice Number	2-Supply
Order Number	6
Total Due	$102.00

General Ledger Effects

2. **Doc #:** 02RM030402   **Organization:** None   **Object Class:**   **Direct/Reimb** R
   FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4251.01 Reimb. & Oth Inc Erned-Rec	$102.00	4221.01 Unfild Cust Ordrs w/o Adv.	$102.00
1310.01 A/R	$102.00	5200.01 Rev. Srvcs Provided	$102.00

3. The following receivable is recorded.

Customer ID	USDACOMM

Execution Script
Test Steps and Expected Results

Cycle 2	TC-RM.3.4	Transaction Date: 10/15/99

Description   Supplies
Invoice Number   3-Supply
Order Number   7
Total Due $30.00

General Ledger Effects

3. **Doc #:** 02RM030403   **Organization:** None   **Object Class:**   **Direct/Reimb** R
   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4251.01 Reimb. & Oth Inc Erned-Rec	$30.00	4221.01 Unfild Cust Ordrs w/o Adv.	$30.00
1310.01 A/R	$30.00	5200.01 Rev. Srvcs Provided	$30.00

4. The following receivable is recorded.

Customer ID   USDACOMM
Description   Supplies
Invoice Number   4-Supply
Order Number   8
Total Due $45.00

General Ledger Effects

4. **Doc #:** 02RM030404   **Organization:** None   **Object Class:**   **Direct/Reimb** R
   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4251.01 Reimb. & Oth Inc Erned-Rec	$45.00	4221.01 Unfild Cust Ordrs w/o Adv.	$45.00
1310.01 A/R	$45.00	5200.01 Rev. Srvcs Provided	$45.00

Execution Script
Test Steps and Expected Results

Cycle 2	TC-RM.4.3	Transaction Date: 10/15/99

Post an advance payment collected from a customer through OPAC.

Assumptions:

This is part of the reimbursable agreement with USDA.

Dependencies:

TC-FD.1.5
TC-RM.1.1

Inputs:

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Advance payment for computer support
Document ID (Collection)	02RM040301
Fund	0201 "R"
Order Number	9
Quantity	5 hours
Total Due	$500.00
Unit Price	$100.00

Expected Results:

Verify That:
Deferred revenue and a credit to the applicable customer record is posted as shown below.

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Advance payment for computer support
Order Number	9
Total Due	$500.00

General Ledger Effects

1.	**Doc #:** 02RM040301	**Organization:** None	**Object Class:**	**Direct/Reimb** R
	FY: 0	**Fund:** 0201	**Category:** A	

DR Account	DR Amount	CR Account	CR Amount
4222.01 Unfild Cust Ordrs w/ Adv.	$500.00	4221.01 Unfild Cust Ordrs w/o Adv.	$500.00
1020.01 SF224 Collections	$500.00	2310.01 Adv. From Others	$500.00

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-RM.5.1**   **Transaction Date: 10/15/99**

Establish reimbursements earned/accounts receivables based on billing records from an interface file and query receivables to display all interfaced bills. Bill through OPAC.

Assumptions:

This file has been developed from an external system, and the total burdened hourly rates have already been calculated. This also uses the reimbursable agreement with USDACOMM.

Dependencies:

TC-FD.1.5

Inputs:

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U. S. Department of Agriculture - Commodities
Description	Computer support
Document ID (Bill)	02RM050101
Fund	0201 "R"
Order Number	10
1.Employee Name	John Doolittle
Due Date	10/31/99
Hourly Rate	$30.00
Hours Worked	8
TIN	458-87-9856
Total	$240.00
2. Employee Name	Beth Worfman
Due Date	10/31/99
Hourly Rate	$20.00
Hours Worked	5
TIN	542-63-2154
Total	$100.00

Expected Results:

Verify That:
An accounts receivable increase and an increase to the applicable customer record is posted with the following information. In addition, all open bills from interfaced files are shown on the screen.

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U. S. Department of Agriculture - Commodities
Description	Computer support
Order Number	10
Total Due	$340.00

Execution Script
Test Steps and Expected Results

Cycle 2 **TC-RM.5.1** **Transaction Date: 10/15/99**

General Ledger Effects

1. **Doc #:** 02RM050101 **Organization:** None **Object Class:** **Direct/Reimb** R

   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4251.01 Reimb. & Oth Inc Erned-Rec	$340.00	4221.01 Unfild Cust Ordrs w/o Adv.	$340.00
1310.01 A/R	$340.00	5200.01 Rev. Srvcs Provided	$340.00

Execution Script
Test Steps and Expected Results

Cycle 2 **TC-RM.6.1** **Transaction Date: 10/15/99**

Add customized text to an existing bill and generate bill for mailing.

Assumptions:

None.

Dependencies:

TC-RM.2.2

Inputs:

Contract Number	P-121932-1999
Custom Text	"For information call 999-555-1000"
Document ID (Bill)	02RM020201
Final Payment Due Date	01/10/00
Fund	0201
Order Number	2
Total Due	$25,000.00

Expected Results:

Verify That:
The following bill is produced with customized text.

Contract Number	P-121932-1999
Custom Text	"For information call 999-555-1000"
Document ID (Bill)	02RM020201
Final Payment Due Date	01/10/00
Fund	0201
Order Number	2
Total Due	$25,000.00

Execution Script
Test Steps and Expected Results

Download billing transactions for interface to the OPAC system.

Assumptions:

The financial impact of doing the OPAC billing should not be recorded at this time.

Dependencies:

TC-RM.3.1
TC-RM.1.4
TC-RM.3.4
TC-RM.5.1

Inputs:

All federal customer records and
accounts receivable

Expected Results:

Verify That:
A download file with the following customer balances is produced:

a. USDACOMM	$	15.00
ALC		5100002
b. USDACOMM	$	102.00
c. USDACOMM	$	30.00
d. USDACOMM	$	45.00
e. USDACOMM	$	340.00
f. USDACOMM		$12,000.00
g. USDACOMM	$	1,500.00
TOTAL		$14,032.00

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-R.1.1**   **Transaction Date: 10/15/99**

Produce a report that identifies system users during a specified period of time and the types of function that each has performed.

Assumptions:

None.

Dependencies:

Inputs:

Functions	System dependent
Period of time	10/15/99 (Cycle 2)
User Report	System users at all locations

Expected Results:

Verify That:
Produce a report that identifies system users during a specified period of time and the type of functions each has performed.

Functions	System dependent
Period of time	10/15/99 (Cycle 2)
User Report	System users at all locations

Execution Script
Test Steps and Expected Results

Cycle 2   **TC-R.1.2**   **Transaction Date: 10/15/99**

Produce an audit trail report that lists all transactions for a specified period and shows the U.S. SGL accounts affected, the transaction type, or other information that would be useful for tracking errors or the results of various operations.

Assumptions:

None.

Dependencies:

Inputs:

Audit Trail   Each transaction uniquely identified

Period of time   10/15/99 (Cycle 2)

Expected Results:

Verify That:

A transaction register is produced for Cycle 2 that contains the minimum data elements required by the JFMIP Qualification Test Plan.

Audit Trail   Each transaction uniquely identified

Period of time   10/15/99 (Cycle 2)

Execution Script
Test Steps and Expected Results

Cycle 3	TC-RM.3.2	Transaction Date: 10/31/99

Record a new receivable for an existing non-government customer.

Assumptions:

This customer rented a government facility for a conference. The funds will be deposited to the Treasury. Deposit funds into the Misc. Receipts account (3888) for return to Treasury.

Dependencies:

None.

Inputs:

Customer ID	TRUMANJ
Customer Name	Josephine Truman
Description	Damages to Government Property
Document ID (Bill)	03RM030201
Dunning Notice	12/15/99
Final Payment Due Date	11/26/99
Fund	3888
Total Due	$1,200.00

Expected Results:

Verify That:

An accounts receivable increase and an increase to the applicable customer record is posted with the following information.

Customer Bill Number	system generated
Customer ID	TRUMANJ
Customer Name	Josephine Truman
Final Payment Due Date	11/26/99
Total Due	$1,200.00

General Ledger Effects

1. **Doc #:** 03RM030201 **Organization:** None **Object Class:** **Direct/Reimb** N/A
   FY: 0 **Fund:** 3888 **Category:** C

DR Account	DR Amount	CR Account	CR Amount
5990.01 Collections for Others	$1,200.00	2980.01 Custodial Liability	$1,200.00
1310.01 A/R	$1,200.00	5900.01 Other Revenue	$1,200.00

Execution Script
Test Steps and Expected Results

Cycle 3	TC-FD.5.8	Transaction Date: 10/31/99

Enter FD.5.3.1 - a stored obligation.

Assumptions:

None.

Dependencies:

TC-FD.5.3

Inputs:

Amount	$10,750
Document ID (stored obligation)	02FD050301

Expected Results:

Verify That:
TC-FD.5.3.1 - Post a stored obligation.

Amount	$10,750
Document ID (stored obligation)	02FD050301

General Ledger Effects

1. **Doc #:** 02FD050301 **Organization:** 11100 **Object Class:** 3110 **Direct/Reimb** D
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$10,750.00	4801.01 Undel. Orders-Unpd.	$10,750.00

Execution Script
Test Steps and Expected Results

Cycle 3   **TC-FD.5.9**   **Transaction Date: 10/31/99**

Delete FD 5.3.2, a stored obligation which was not posted.

Assumptions:

None.

Dependencies:

TC-FD.5.3

Inputs:

Amount	$5,000
Date prepared & stored	10/15/99
Document ID (Deleted Obligation)	02FD050302

Expected Results:

Verify That:
TC-FD.5.3.2, a stored obligation, is deleted and no entries are recorded in the general ledger.

Amount	$5,000
Date prepared & stored	10/15/99
Document ID (Deleted Obligation)	02FD050302

Execution Script
Test Steps and Expected Results

Cycle 3	TC-RM.4.4	Transaction Date: 10/31/99

Adjust an advance payment.

Assumptions:

There was an error in recording the advance payment amount for Test Step TC-RM.4.3.

Dependencies:

TC-RM.4.3

Inputs:

Adjustment Amount	$4,500.00
Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Adjust Advance Payment from $500 to $5,000.
Document ID (Advance order)	02RM040301
Document ID (JV)	03RM040401
Order Number	9
Total Payment Received	$5,000.00

Expected Results:

Verify That:

The following advance payment should be adjusted to correct a posting error.

Adjustment Amount	$4,500.00
Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Adjust Advance Payment from $500 to $5,000.
Order Number	9
Total Payment Received	$5,000.00

General Ledger Effects

1. **Doc #:** 03RM040401 **Organization:** None **Object Class:** **Direct/Reimb** R
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4222.01 Unfild Cust Ordrs w/ Adv.	$4,500.00	4221.01 Unfild Cust Ordrs w/o Adv.	$4,500.00
1020.01 SF224 Collections	$4,500.00	2310.01 Adv. From Others	$4,500.00

Execution Script
Test Steps and Expected Results

Cycle 3	**TC-RM.4.6**	**Transaction Date: 10/31/99**

Record earned revenue for services provided and a partial reduction of the advance.

Assumptions:

None.

Dependencies:

TC-RM.1.4
TC-RM.4.3
TC-RM.4.4

Inputs:

Amount Earned	$500.00
Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Computer Support
Document ID (advance)	02RM040301
Document ID (Offset Voucher)	03RM040601
Order Number	9
Total Amount of Advance	$5,000.00

Expected Results:

Verify That:

Earnings are recorded and a credit to the applicable customer record is posted.

Amount Earned	$500.00
Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Description	Computer Support
Document ID (advance)	02RM040301
Document ID (Offset Voucher)	03RM040601
Order Number	9
Total Amount of Advance	$5,000.00
Total Due	$500.00

General Ledger Effects

1. **Doc #:** 03RM040601   **Organization:** None   **Object Class:**   **Direct/Reimb** R
   FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4252.01 Reimb. & Oth Inc Erned-Coll	$500.00	4222.01 Unfild Cust Ordrs w/ Adv.	$500.00
2310.01 Adv. From Others	$500.00	5200.01 Rev. Srvcs Provided	$500.00

Execution Script
Test Steps and Expected Results

Cycle 3	TC-RM.6.3	Transaction Date: 10/31/99

An audit revealed we overpaid a refund to a customer. Generate a bill for the overpayment.

Assumptions:

1. Previous transactions also occurred in the current fiscal year and have already been recorded.
2. A customer overpaid a bill because he was overcharged. Then, we sent a refund for more than what was due. Customer owes the difference.
3. Remittance portion of bill should include a line item "Deposit into Fund 0201".
4. Due to the agency error, interest will not be assessed on this account.

Dependencies:

None.

Inputs:

Category	A
Customer ID	WAYNED
Customer Name	Dave Wayne
Description	Overpayment of refund
Document ID (Bill)	03RM060301
Final Payment Due Date	11/15/99
Fund	0201
Organization Code	10000
Total Due	$350.00

Expected Results:

Verify That:
A bill reflecting the following overpayment information should be produced.

Customer Bill Number	2 (optional)
Customer ID	WAYNED
Customer Name	Dave Wayne
Description	Overpayment of refund
Final Payment Due Date	11/15/99
Organization Code	10000
Total Due	$350.00

General Ledger Effects

1. **Doc #:** 03RM060301   **Organization:** 10000   **Object Class:**   **Direct/Reimb** D

   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
1310.01 A/R	$350.00	5200.01 Rev. Srvcs Provided	$350.00

Execution Script
Test Steps and Expected Results

| **Cycle 3** | **TC-CM.2.1** | **Transaction Date: 10/31/99** |

Record receipt of software. At this point, indirect costs are distributed from the overhead division (13100 - Technical Infrastructure) to the New System Development Divisions (13210, 13220, 13230). The vendor may use any cost accounting module or methodology to distribute these costs.

Assumptions:

Refer to Appendix B of the Qualification Test Plan for the percentage allocations and degree of precision that was used to allocate indirect costs. Rounding discrepancies of 1 cent from expected results are acceptable.

Dependencies:

TC-CM.1.4
TC-CM.1.3

Inputs:

Fund	0192
Goods Receipt Date	10/31/99
Object Class	2610
Total Amount of Obligation	$3,800
Vendor	JMK Company

1. RECORD RECEIPT OF GOODS
1.1. Receipt:

Amount	$1,000.00
Description	Software
Document ID (Obligation)	01CM010301
Document ID (Receiving Report)	01CM020101
Org. Code	13210

1.2. Receipt:

Amount	$600.00
Description	Software
Document ID (Obligation)	01CM010302
Document ID (Receiving Report)	01CM020102
Org. Code	13220

1.3. Receipt:

Amount	$1,200.00
Description	Software
Document ID (Obligation)	01CM010303
Document ID (Receiving Report)	01CM020103
Org. Code	13230

1.4. Receipt:

Amount	$1,000.00

Execution Script
Test Steps and Expected Results

Cycle 3	**TC-CM.2.1**	**Transaction Date: 10/31/99**

Description   Software
Document ID (Obligation)   01CM010304
Document ID (Receiving Report)   01CM020104
Org. Code   13100

2. DISTRIBUTE INDIRECT
COSTS
Description   Software
Overhead Distribution   13210 = 28.85%
                                     13220 = 32.69%
                                     13230 = 38.46%
Total Amount to be Distributed $1,000.00

2.1. Division
Amount $288.50
Org. Code   13210

2.2. Division
Amount $326.90
Org. Code   13220

2.3. Division
Amount $384.60
Org. Code   13230

Expected Results:

Verify That:
The following transactions are recorded to reflect that the goods were received (and consumed).

Fund   0192
Goods Receipt Date   10/31/99
Object Class   2610
Total Amount of Obligation $3,800
Vendor   JMK Company

The following transactions are recorded to reflect that the goods were received (and consumed). The receipt of goods is recorded in the general ledger as follows.

1.1 Receipt:
Description   Software
Document ID (Obligation)   01CM010301

Execution Script
Test Steps and Expected Results

Cycle 3	**TC-CM.2.1**	**Transaction Date: 10/31/99**

General Ledger Effects

1.1. **Doc #:** 01CM020101   **Organization:** 13210   **Object Class:** 2610   **Direct/Reimb** R
    FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$1,000.00	5700.01 Approps. Used	$1,000.00
6500.01 Cost of Goods Sold	$1,000.00	2110.01 A/P	$1,000.00
4801.01 Undel. Orders-Unpd.	$1,000.00	4901.01 Expended Auth.-Unpd.	$1,000.00

1.2. Receipt:

Description   Software
Document ID (Obligation)   01CM010302

General Ledger Effects

1.2. **Doc #:** 01CM020102   **Organization:** 13220   **Object Class:** 2610   **Direct/Reimb** R
    FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$600.00	5700.01 Approps. Used	$600.00
6500.01 Cost of Goods Sold	$600.00	2110.01 A/P	$600.00
4801.01 Undel. Orders-Unpd.	$600.00	4901.01 Expended Auth.-Unpd.	$600.00

1.3. Receipt:

Description   Software
Document ID (Obligation)   01CM010303

General Ledger Effects

1.3. **Doc #:** 01CM020103   **Organization:** 13230   **Object Class:** 2610   **Direct/Reimb** R
    FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$1,200.00	5700.01 Approps. Used	$1,200.00
6500.01 Cost of Goods Sold	$1,200.00	2110.01 A/P	$1,200.00
4801.01 Undel. Orders-Unpd.	$1,200.00	4901.01 Expended Auth.-Unpd.	$1,200.00

1.4. Receipt:

Description   Software
Document ID (Obligation)   01CM010304

Execution Script
Test Steps and Expected Results

Cycle 3   **TC-CM.2.1**   **Transaction Date: 10/31/99**

General Ledger Effects

1.4. **Doc #:** 01CM020104   **Organization:** 13100   **Object Class:** 2610   **Direct/Reimb** R
      FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$1,000.00	5700.01 Approps. Used	$1,000.00
6500.01 Cost of Goods Sold	$1,000.00	2110.01 A/P	$1,000.00
4801.01 Undel. Orders-Unpd.	$1,000.00	4901.01 Expended Auth.-Unpd.	$1,000.00

Costs are distributed as follows.

Description   Software
Total Amount to be Distributed $1,000.00

2.1. Division:
Amount $288.50
Org. Code   13210

2.2. Division:
Amount $326.90
Org. Code   13220

2.3. Division:
Amount $384.60
Org. Code   13230

Execution Script
Test Steps and Expected Results

Cycle 3	TC-CM.2.2	Transaction Date: 10/31/99

Record receipt of fixed assets/computers ordered by New Systems Development Directorate and its divisions.

Assumptions:

None.

Dependencies:

TC-CM.1.2

Inputs:

1. RECORD RECEIPT OF
FIXED ASSETS:

Fund	0192
Goods Received Date	10/31/99
Object Class	3112
Total Amount of Obligation	$57,000.00
Vendor	JMK Company

1.1. Receipt:

Amount	$15,000
Description	Computers
Document ID (Obligation)	01CM010201
Document ID (Receiving Report)	01CM020201
Org. Code	13210

1.2. Receipt:

Amount	$9,000
Description	Computers
Document ID (Obligation)	01CM010202
Document ID (Receiving Report)	01CM020202
Org. Code	13220

1.3. Receipt:

Amount	$18,000
Description	Computers
Document ID (Obligation)	01CM010203
Document ID (Receiving Report)	01CM020203
Org. Code	13230

1.4. Receipt:

Amount	$15,000
Description	Computers
Document ID (Obligation)	01CM010204
Document ID (Receiving Report)	01CM020204

Execution Script
Test Steps and Expected Results

Cycle 3 **TC-CM.2.2** **Transaction Date: 10/31/99**

Org. Code 13100

Expected Results:

Verify That:
The following proforma transactions are recorded to reflect that the fixed assets were received (monthly depreciation will be expensed in a subsequent test step).

Fund	0192
Goods Received Date	10/31/99
Object Class	3112
Total Amount of Obligation	$57,000.00
Vendor	JMK Company

The following proforma transactions are recorded to reflect that the fixed assets were received (expense only one month of depreciation). The receipt of fixed assets is recorded in the general ledger as follows.

1.1. Receipt:

Description	Computers
Document ID (Obligation)	01CM010201

General Ledger Effects

1.1. **Doc #:** 01CM020201 **Organization:** 13210 **Object Class:** 3112 **Direct/Reimb** R
 FY: 0 **Fund:** 0192 **Category:** C

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$15,000.00	5700.01 Approps. Used	$15,000.00
1750.01 Equipment	$15,000.00	2110.01 A/P	$15,000.00
4801.01 Undel. Orders-Unpd.	$15,000.00	4901.01 Expended Auth.-Unpd.	$15,000.00

1.2. Receipt:

Description	Computers
Document ID (Obligation)	01CM010202

General Ledger Effects

1.2. **Doc #:** 01CM020202 **Organization:** 13220 **Object Class:** 3112 **Direct/Reimb** R
 FY: 0 **Fund:** 0192 **Category:** C

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$9,000.00	5700.01 Approps. Used	$9,000.00
1750.01 Equipment	$9,000.00	2110.01 A/P	$9,000.00
4801.01 Undel. Orders-Unpd.	$9,000.00	4901.01 Expended Auth.-Unpd.	$9,000.00

1.3. Receipt:

Description	Computers
Document ID (Obligation)	01CM010203

Execution Script
Test Steps and Expected Results

Cycle 3   **TC-CM.2.2**   **Transaction Date: 10/31/99**

General Ledger Effects

1.3. **Doc #:** 01CM020203   **Organization:** 13230   **Object Class:** 3112   **Direct/Reimb** R
       FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$18,000.00	5700.01 Approps. Used	$18,000.00
1750.01 Equipment	$18,000.00	2110.01 A/P	$18,000.00
4801.01 Undel. Orders-Unpd.	$18,000.00	4901.01 Expended Auth.-Unpd.	$18,000.00

1.4. Receipt:

Description	Computers
Document ID (Obligation)	01CM010204

General Ledger Effects

1.4. **Doc #:** 01CM020204   **Organization:** 13100   **Object Class:** 3112   **Direct/Reimb** R
       FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$15,000.00	5700.01 Approps. Used	$15,000.00
1750.01 Equipment	$15,000.00	2110.01 A/P	$15,000.00
4801.01 Undel. Orders-Unpd.	$15,000.00	4901.01 Expended Auth.-Unpd.	$15,000.00

Execution Script
Test Steps and Expected Results

Cycle 3   **TC-CM.3.1**   **Transaction Date: 10/31/99**

Record and distribute labor costs as shown below.

Assumptions:

Refer to Appendix B of the Qualification Test Plan for the percentage allocations and degree of precision that was used to allocate indirect costs. Rounding discrepancies of 1 cent from expected results are acceptable.

Dependencies:

TC-CM.1.4

Inputs:

1.	Enter labor costs.
Document ID (Voucher)	03CM030101
Fund	0192
Object Class	1110
Total Labor Consumed	$58,500.00
Amount	$10,000
Organization	13210
Amount	$12,000
Organization	13220
Amount	$13,500
Organization	13230
Amount	$23,000
Organization	13100
2.	Distribute indirect costs from the overhead division (13100 - Technical Infrastructure) to the New System Development Divisions (13210, 13220, 13230) in the following manner:
Document ID (Distribution)	03CM030102
Overhead Distribution	13210 = 28.85%
	13220 = 32.69%
	13230 = 38.46%
Total Amount to be Distributed	$23,000
2.1. Division:	
Amount	$6,635.50
Organization	13210
2.2. Division:	
Amount	$7,518.70
Organization	13220
2.3. Division:	

Execution Script
Test Steps and Expected Results

Cycle 3	**TC-CM.3.1**	**Transaction Date: 10/31/99**

Amount $8,845.80

Organization   13230

Expected Results:

Verify That:
Labor is accrued to the organizations as follows.

1.1. Organization:
-

General Ledger Effects

1.1.   **Doc #:** 03CM030101   **Organization:** 13210   **Object Class:** 1110   **Direct/Reimb** R
      FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
6500.01 Cost of Goods Sold	$10,000.00	2210.01 Accrd Funded Payroll & Be	$10,000.00
3100.01 Unxpnd Approps.	$10,000.00	5700.01 Approps. Used	$10,000.00
4620.01 Oth. Funds Avail.	$10,000.00	4901.01 Expended Auth.-Unpd.	$10,000.00

1.2. Organization:
-

General Ledger Effects

1.2.   **Doc #:** 03CM030101   **Organization:** 13220   **Object Class:** 1110   **Direct/Reimb** R
      FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
6500.01 Cost of Goods Sold	$12,000.00	2210.01 Accrd Funded Payroll & Be	$12,000.00
3100.01 Unxpnd Approps.	$12,000.00	5700.01 Approps. Used	$12,000.00
4620.01 Oth. Funds Avail.	$12,000.00	4901.01 Expended Auth.-Unpd.	$12,000.00

1.3. Organization:
-

General Ledger Effects

1.3.   **Doc #:** 03CM030101   **Organization:** 13230   **Object Class:** 1110   **Direct/Reimb** R
      FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
4620.01 Oth. Funds Avail.	$13,500.00	4901.01 Expended Auth.-Unpd.	$13,500.00
6500.01 Cost of Goods Sold	$13,500.00	2210.01 Accrd Funded Payroll & Be	$13,500.00
3100.01 Unxpnd Approps.	$13,500.00	5700.01 Approps. Used	$13,500.00

1.4. Organization:
-

Execution Script
Test Steps and Expected Results

Cycle 3   **TC-CM.3.1**   **Transaction Date: 10/31/99**

General Ledger Effects

1.4.   **Doc #:** 03CM030101   **Organization:** 13100   **Object Class:** 1110   **Direct/Reimb** R

       FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
6500.01 Cost of Goods Sold	$23,000.00	2210.01 Accrd Funded Payroll & Be	$23,000.00
3100.01 Unxpnd Approps.	$23,000.00	5700.01 Approps. Used	$23,000.00
4620.01 Oth. Funds Avail.	$23,000.00	4901.01 Expended Auth.-Unpd.	$23,000.00

Costs are distributed as follows.

Document ID (Distribution)	03CM030102
Total Amount to be Distributed	$23,000

Division:

Amount	$6,635.50
Organization	13210

Division:

Amount	$7,518.70
Organization	13220

Division:

Amount	$8,845.80
Organization	13230

Execution Script
Test Steps and Expected Results

Cycle 3 **TC-CM.3.2** **Transaction Date: 10/31/99**

Record monthly depreciation for fixed assets and distribute depreciation from the overhead division.

Assumptions:

Refer to Appendix B of the Qualification Test Plan for the percentage allocations and degree of precision that was used to allocate indirect costs. Rounding discrepancies of 1 cent from expected results are acceptable.

Dependencies:

TC-CM.2.2

Inputs:

Depreciation Method	Straight Line
Document ID (Voucher)	03CM030201
Fund	0192
Life of Equipment	5 years
Object Class	3113 (Optional)
Salvage Value	$0

1. Record depreciation for each organization as follows.

1.1. Organization

Amount	$250
Description	Computer
Object Class	3113 (Optional)
Organization	13210

1.2. Organization

Amount	$150.00
Description	Computer
Object Class	3113 (Optional)
Organization	13220

1.3. Organization

Amount	$300.00
Description	Computer
Object Class	3113 (Optional)
Organization	13230

1d. Organization

Amount	$250.00
Description	Computer
Object Class	3113 (Optional)
Org. Code	13100

Execution Script
Test Steps and Expected Results

Cycle 3	TC-CM.3.2	Transaction Date: 10/31/99

2.	Distribute indirect costs from the overhead division (13100 - Technical Infrastructure) to the New System Development Divisions (13210, 13220, 13230) in the following manner:
Document ID (Distribution)	03CM030203
Organization	13100
Total Amount to be Distributed	$250.00
Amount	$72.12
Organization	13210
Amount	$81.73
Org. Code	13220
Amount	$96.15
Org. Code	13230

Expected Results:

Verify That:
Depreciation is expensed to the organizations as follows.

1.1. Organization:
-
General Ledger Effects

1.1.	**Doc #:** 03CM030201	**Organization:** 13210	**Object Class:** 3113	**Direct/Reimb** R
	FY: 0	**Fund:** 0192	**Category:** C	

DR Account	DR Amount	CR Account	CR Amount
6710.01 Deprec., Amort., & Deplet.	$250.00	1759.01 Accum Deprec on Equip	$250.00

1.2. Organization:
-
General Ledger Effects

1.2.	**Doc #:** 03CM030201	**Organization:** 13220	**Object Class:** 3113	**Direct/Reimb** R
	FY: 0	**Fund:** 0192	**Category:** C	

DR Account	DR Amount	CR Account	CR Amount
6710.01 Deprec., Amort., & Deplet.	$150.00	1759.01 Accum Deprec on Equip	$150.00

1.3. Organization:
-

Execution Script
Test Steps and Expected Results

Cycle 3	**TC-CM.3.2**	**Transaction Date: 10/31/99**

General Ledger Effects

1.3. **Doc #:** 03CM030201   **Organization:** 13230   **Object Class:** 3113   **Direct/Reimb** R
      FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
6710.01 Deprec., Amort., & Deplet.	$300.00	1759.01 Accum Deprec on Equip	$300.00

1.4. Organization:

-

General Ledger Effects

1.4. **Doc #:** 03CM030201   **Organization:** 13100   **Object Class:** 3113   **Direct/Reimb** R
      FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
6710.01 Deprec., Amort., & Deplet.	$250.00	1759.01 Accum Deprec on Equip	$250.00

Costs are distributed to the New System Development Divisions as follows.

Document ID (Distribution)	03CM030203
Organization	13100
Total Amount to be Distributed	$250.00

Division:

Amount	$72.12
Organization	13210

Division:

Amount	$81.73
Org. Code	13220

Division:

Amount	$96.15
Org. Code	13230

Execution Script
Test Steps and Expected Results

Cycle 3   **TC-CM.4.1**   **Transaction Date: 10/31/99**

Record the sale of services for each of the services divisions. Sales are billed Immediately.

Assumptions:

Money available for obligation when billed.

Dependencies:

None.

Inputs:

Customer ID	USDANFC
Customer Name	USDA-National Finance Center
Total Sales Amount	$65,780.00

1. Organization:

Amount	$18,975.97
Document ID (Bill)	03CM040101
Fund	0192
Org. Code	13210

2. Organization:

Amount	$21,504.42
Document ID (Bill)	03CM040102
Fund	0192
Org. Code	13220

3. Organization:

Amount	$25,299.61
Document ID (Bill)	03CM040103
Fund	0192
Org. Code	13230

Expected Results:

Verify That:
Revenues are recorded in the general ledger as follows.

1. Organization:
-
Fund   0192

Execution Script
Test Steps and Expected Results

Cycle 3	TC-CM.4.1	Transaction Date: 10/31/99

General Ledger Effects

1. **Doc #:** 03CM040101 **Organization:** 13210 **Object Class:** **Direct/Reimb** R
   FY: 0 **Fund:** 0192 **Category:** C

DR Account	DR Amount	CR Account	CR Amount
4251.01 Reimb. & Oth Inc Erned-Rec	$18,975.97	4620.01 Oth. Funds Avail.	$18,975.97
1310.01 A/R	$18,975.97	5200.01 Rev. Srvcs Provided	$18,975.97

2. Organization:
-
Fund 0192

General Ledger Effects

2. **Doc #:** 03CM040102 **Organization:** 13220 **Object Class:** **Direct/Reimb** R
   FY: 0 **Fund:** 0192 **Category:** C

DR Account	DR Amount	CR Account	CR Amount
4251.01 Reimb. & Oth Inc Erned-Rec	$21,504.42	4620.01 Oth. Funds Avail.	$21,504.42
1310.01 A/R	$21,504.42	5200.01 Rev. Srvcs Provided	$21,504.42

3. Organization:
-
Fund 0192

General Ledger Effects

3. **Doc #:** 03CM040103 **Organization:** 13230 **Object Class:** **Direct/Reimb** R
   FY: 0 **Fund:** 0192 **Category:** C

DR Account	DR Amount	CR Account	CR Amount
4251.01 Reimb. & Oth Inc Erned-Rec	$25,299.61	4620.01 Oth. Funds Avail.	$25,299.61
1310.01 A/R	$25,299.61	5200.01 Rev. Srvcs Provided	$25,299.61

Execution Script
Test Steps and Expected Results

Cycle 3	**TC-CM.5.1**	**Transaction Date: 10/31/99**

Compile indirect costs to be used in subsequent steps for variance analysis.

Assumptions:

This step may be performed within the core system or information may be exported to a subsidiary system.

Dependencies:

TC-CM.3.1
TC-CM.2.1
TC-CM.3.2

Inputs:

--Fund	0192
1. Overhead Expenses:	
Depreciation	$250
Payroll	$23,000
Software	$1,000

Expected Results:

Verify That:
The costs are expensed to each service division as recorded in TC-CM.2.1, TC-CM.2.2, and TC-CM.3.1. Allocations are shown below.

Organization:

1.1. Organization	13210
Depreciation Allocation	$72.12
Payroll Allocation	$6,635.50
Software Allocation	$288.50

Organization:

1.2. Organization	13220
Depreciation Allocation	$81.73
Payroll Allocation	$7,518.70
Software Allocation	$326.90

Organization:

1.3. Organization	13230
Depreciation Allocation	$96.15
Payroll Allocation	$8,845.80
Software Allocation	$384.60

Execution Script
Test Steps and Expected Results

Cycle 3   **TC-CM.5.2**   **Transaction Date: 10/31/99**

Identify/calculate variances between estimated indirect costs and actual indirect costs.

Assumptions:

1. Step can be executed in subsidiary system.
2. This step may be combined with step TC-CM.6.8 if performed in a subsidiary system.
3. Refer to Appendix B of the Qualification Test Plan for the percentage allocations and degree of precision that was used to allocate indirect costs. Rounding discrepancies of 1 cent from expected results are acceptable.

Dependencies:

TC-CM.1.4
TC-CM.5.1

Inputs:

Fund	0192
Organization	13210
Fund	0192
Organization	13220
Fund	0192
Organization	13230

Expected Results:

Verify That:
The variances are shown below:

Organization:

Actual Indirect Costs	$6,996.12
Estimated Indirect Costs	$6,906.69
Fund	0192
Organization	13210
Variance	($89.43)

Organization:

Actual Indirect Costs	$7,927.33
Estimated Indirect Costs	$7,825.99
Fund	0192
Organization	13220
Variance	($101.34)

Organization:

Fund	0192
Organization	13230
Overhead Allocation	$9,207.32

Execution Script
Test Steps and Expected Results

Total Overhead Costs $9,326.55
Variance   ($119.23)

Execution Script
Test Steps and Expected Results

Cycle 3	**TC-CM.6.1**	**Transaction Date: 10/31/99**

Query payroll expenses.

Assumptions:

None.

Dependencies:

TC-CM.3.1

Inputs:

Fund	0192
Query for Organizations:	13210, 13220, 13230

Expected Results:

Verify That:
The following payroll expenses are reported.

Organization:

Amount	$16,635.50
Organization	13210

Organization:

Amount	$19,518.70
Organization	13220

Organization:

Amount	$22,345.80
Organization	13230

Execution Script
Test Steps and Expected Results

Cycle 3	**TC-CM.6.2**	**Transaction Date: 10/31/99**

Query depreciation expenses.

Assumptions:

None.

Dependencies:

TC-CM.3.2

Inputs:

Fund	0192
Query Depreciation Expense for Organizations:	13210, 13220, 13230

Expected Results:

Verify That:
The following depreciation expenses are reported.

Organization:

Amount	$322.13
Organization	13210

Organization:

Amount	$231.73
Organization	13220

Organization:

Amount	$396.15
Organization	13230

Execution Script
Test Steps and Expected Results

Cycle 3	**TC-CM.6.4**	**Transaction Date: 10/31/99**

Query indirect costs (expenses incurred by the overhead division for the specified period).

Assumptions:

Refer to Appendix B of the Qualification Test Plan for the percentage allocations and degree of precision that was used to allocate indirect costs. Rounding discrepancies of 1 cent from expected results are acceptable.

Dependencies:

TC-CM.2.1
TC-CM.3.1
TC-CM.3.2
TC-CM.5.1

Inputs:

Fund	0192
Object Classes	1110, 3112, 2600

Expected Results:

Verify That:
The following indirect costs are reported.

Fund	0192
Total Indirect Costs	13100 = $24,250.00

Organization:

Amount	$6,996.12
Organization	13210

Organization:

Amount	$7,927.33
Organization	13220

Organization:

Amount	$9,326.55
Organization	13230

Execution Script
Test Steps and Expected Results

Cycle 3	TC-CM.6.5	Transaction Date: 10/31/99

Generate report for cost of goods sold for the three service divisions for the specified period.

Assumptions:

1. Cost of goods sold is determined in accordance with guidance contained in Section 3 of the test plan.
2. Refer to Appendix B of the Qualification Test Plan for the percentage allocations and degree of precision that was used to allocate indirect costs. Rounding discrepancies of 1 cent from expected results are acceptable.

Dependencies:

TC-CM.2.1
TC-CM.3.1
TC-CM.3.2
TC-CM.5.1

Inputs:

Fund	0192
Object Classes	2600, 1110, 3110

Expected Results:

Verify That:
The following total costs for each organization are consumed during the reporting period.

Fund	0192
Total Costs	$63,250.00

Organization:

Amount	$18,246.13
Organization	13210

Organization:

Amount	$20,677.33
Organization	13220

Organization:

Amount	$24,326.55
Organization	13230

Execution Script
Test Steps and Expected Results

Cycle 3	TC-CM.6.6	Transaction Date: 10/31/99

Generate report of select financial information as indicated below.

Assumptions:

None.

Dependencies:

TC-CM.5.1
TC-CM.2.1
TC-CM.3.1
TC-CM.3.2

Inputs:

Fund   0192
Month: October

Expected Results:

Verify That:
The cost of goods sold figure (shown below) is reported on the operating statement.

Cost of Services Sold	$63,250
Fund	0192
Net Earnings	$2,530
Revenue Earned	$65,780.00
Total Direct Costs	$39,000.00
Total Indirect Costs	$24,250.00

Execution Script
Test Steps and Expected Results

Cycle 3	TC-CM.6.7	Transaction Date: 10/31/99

Demonstrate the ability to trace costs from original cost pool to final objective by running reports or queries.

Assumptions:

None.

Dependencies:

TC-CM.2.1
TC-CM.3.1
TC-CM.3.2
TC-CM.5.1

Inputs:

Fund   0192

Expected Results:

Verify That:
The reports reflect both direct and indirect costs for each organization, as well as the allocations and reallocations of those costs to the revenue centers. Use the expected results from Test Cases TC-CM.5 and TC-CM.6 (steps 1-6) to verify results.

Execution Script
Test Steps and Expected Results

Cycle 3	TC-CM.6.8	Transaction Date: 10/31/99

Export cost information

Assumptions:

None.

Dependencies:

TC-CM.6.6

Inputs:

Fund	0192
Transaction Date	10/99

Direct Costs
Indirect Costs
Revenues

Expected Results:

Verify That:
The monthly cost information is exported to a file that can be imported or transmitted to another system either automatically or manually.
Use TC-CM.5 and TC-CM.6.1
through TC-CM.6.5 to verify the
values exported for direct costs,
indirect costs and revenues.

Execution Script
Test Steps and Expected Results

Cycle 3   **TC-SGL.1.1**   **Transaction Date: 10/31/99**

Close a month and generate a trial balance.

Assumptions:

None.

Dependencies:

Inputs:

Month   October

Expected Results:

Verify That:
A trial balance is generated for the month of October and the month is marked as "closed".
--

Execution Script
Test Steps and Expected Results

Cycle 4 **TC-PM.2.1** **Transaction Date: 11/15/99**

Record receipt of invoice for goods ordered but not yet received.

Assumptions:

None.

Dependencies:

TC-FD.5.4

Inputs:

Description	Widget
Document ID (Commitment)	02FD040201
Document ID (Invoice)	04PM020101
Document ID (Obligation)	02FD050401
Invoice Amount	$45,000.00
Invoice Date	10/12/99
Invoice Received Date	10/18/99
Vendor	V-05

Expected Results:

Verify That:

Invoice is recorded, but a payable is not accrued because goods have not been received.

Description	Widget
Document ID (Commitment)	02FD040201
Document ID (Invoice)	04PM020101
Document ID (Obligation)	02FD050401
Invoice Amount	$45,000.00
Invoice Received Date	10/18/99
Vendor	V-05

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.2.2**   **Transaction Date: 11/15/99**

Set a specific tolerance amount that an invoice line item cannot exceed the line item amount of the associated obligation by more than $50.00. This tolerance applies to all invoices received.

Assumptions:

1. May need to establish an additional tolerance to pay the invoice. e.g. - a payment to receiving report tolerance.

Dependencies:

TC-PM.2.1

Inputs:

Org. Code   10000

Expected Results:

Verify That:
An agency specific maximum line item tolerance is set to $50.00.
Org. Code   10000

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.2.3**   **Transaction Date: 11/15/99**

Receive a revised invoice for $45,055, which includes freight, shipping, and handling charges. Attempt to increase invoice amount. Amount is above the maximum tolerance allowed.

Assumptions:

If tolerance is built into receiving report to obligation rather than invoice to obligation, then acceptance of goods recorded in PM.2.5 should initially be attempted at $45,055 and result in rejection prior to executing PM.2.5 as written.

Dependencies:

TC-PM.2.1
TC-PM.2.2

Inputs:

Additional Charges	$55.00
Document ID (Invoice)	04PM020101
Invoice Received Date	10/18/99
Total Invoice Amount	$45,055.00

Expected Results:

Verify That:
Increase is rejected because it violates the maximum allowed increase tolerance.
Document ID (Invoice)   04PM020101

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.2.4**   **Transaction Date: 11/15/99**

Negotiate with vendor for the removal of handling charges. Open invoice and increase the amount to $45,025 to reflect freight and shipping.

Assumptions:

None.

Dependencies:

TC-PM.2.3

Inputs:

Additional Charges	$25.00
Document ID (Invoice)	04PM020101
Document ID (Obligation)	02FD050401
Invoice Received Date	10/18/99
Total Invoice Amount	$45,025.00

Expected Results:

Verify That:
Invoice amount is increased by the amount of additional charges shown below.

Additional Charges	$25.00
Document ID (Invoice)	04PM020101

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.2.5	Transaction Date: 11/15/99

Record the receipt and acceptance of goods. Automatically increase the obligation to cover the additional charges and warehouse the payment.

Assumptions:

1. 3-way match has occurred.
2. Refer to general assumption #25 in the test plan.
3. If tolerance is built into receiving report to obligation rather than invoice to obligation, then acceptance of goods recorded should initially be attempted at $45,055 and result in rejection prior to executing this test step as written.

Dependencies:

TC-PM.2.4

Inputs:

Auth Inv. Amt	$45,025.00
Document ID (Invoice)	04PM020101
Document ID (Obligation)	02FD050401
Document ID (Receiving Report)	04PM020501
Goods Receipt Date	10/18/99
Invoice Due Date	11/17/99
Total Goods Received	$45,000.00

Expected Results:

Verify That:
The accrued liability is recorded using the journal entries below. The obligation is increased.

Auth Inv. Amt	$45,025.00
Document ID (Invoice)	04PM020101
Document ID (Obligation)	02FD050401
Document ID (Receiving Report)	04PM020501
Goods Receipt Date	10/18/99
Invoice Due Date	11/17/99
Total Goods Received	$45,000.00

General Ledger Effects

1. **Doc #:** 04PM020501   **Organization:** 11200   **Object Class:** 2610   **Direct/Reimb** D
   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$25.00	4901.01 Expended Auth.-Unpd.	$25.00
4801.01 Undel. Orders-Unpd.	$45,000.00	4901.01 Expended Auth.-Unpd.	$45,000.00
3100.01 Unxpnd Approps.	$45,025.00	5700.01 Approps. Used	$45,025.00
6100.01 Op. Exp./Prg. Costs	$45,025.00	2110.01 A/P	$45,025.00

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.3.1**   **Transaction Date: 11/15/99**

Record the receipt of the invoice and the receipt and acceptance of goods. Multiple goods are recorded on one invoice document.

Assumptions:

None.

Dependencies:

TC-FD.5.1
TC-FD.5.5

Inputs:

Document ID (Invoice)	04PM030101
Fund	0201
Invoice Received Date	10/18/99
Vendor	Carlton Corporation

Amount	$9,000.00
Date Due	11/17/99 (included on the 11/15/99 Treasury Schedule)
Description of Good	Zip Drive
Document ID (Commitment)	02FD040101
Document ID (Obligation)	02FD050103
Document ID (Receiving Report)	04PM030102
Goods Received	10/18/99

Amount	$50,000.00
Date Due	11/22/99
Description of Good	Engineering Services
Document ID (Obligation)	02FD050501
Document ID (Receiving Report)	04PM030102
Goods Received	10/22/99

Expected Results:

Verify That:
Invoice is recorded with each item and payment due date referenced to the appropriate obligations as shown below.

Fund	0201
Invoice Received Date	10/18/99
Vendor	Carlton Corporation

Amount	$9,000.00
Description of Good	Zip Drive
Document ID (Obligation)	02FD050103

Execution Script
Test Steps and Expected Results

Cycle 4 **TC-PM.3.1** **Transaction Date: 11/15/99**

Document ID (Receiving Report) 04PM030102
Org Code 11100
General Ledger Effects

1.1. **Doc #:** 04PM030102 **Organization:** 11100 **Object Class:** 2610 **Direct/Reimb** D
     FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
6100.01 Op. Exp./Prg. Costs	$9,000.00	2110.01 A/P	$9,000.00
4801.01 Undel. Orders-Unpd.	$9,000.00	4901.01 Expended Auth.-Unpd.	$9,000.00
3100.01 Unxpnd Approps.	$9,000.00	5700.01 Approps. Used	$9,000.00

Amount $50,000.00
Description of Good Engineering Services
Document ID (Obligation) 02FD050501
Document ID (Receiving Report) 04PM030102
Org Code 11100
General Ledger Effects

1.2. **Doc #:** 04PM030102 **Organization:** 11200 **Object Class:** 2520 **Direct/Reimb** D
     FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4801.01 Undel. Orders-Unpd.	$50,000.00	4901.01 Expended Auth.-Unpd.	$50,000.00
6100.01 Op. Exp./Prg. Costs	$50,000.00	2110.01 A/P	$50,000.00
3100.01 Unxpnd Approps.	$50,000.00	5700.01 Approps. Used	$50,000.00

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.3.2**   **Transaction Date: 11/15/99**

Warehouse payment for future posting (awaiting approval). Split invoice into multiple payments based on due dates of various goods.

Assumptions:

None.

Dependencies:

TC-PM.3.1

Inputs:

Document ID (Invoice)	04PM030101
Vendor	V-01

Description of Good	Zip Drive
Document ID (Obligation)	02FD050103
Document ID (Payment)	04PM030201
Document ID (Receiving Report)	04PM030102
Payment Amount	$9,000.00
Payment Date Due	11/17/99

Description of Good	Engineering Services
Document ID (Obligation)	02FD050501
Document ID (Payment)	04PM030202
Document ID (Receiving Report)	04PM030103
Payment Amount	$50,000.00
Payment Date Due	11/22/99

Expected Results:

Verify That:
The application allows the payments to be separated and automatically schedules payments by their due dates (as shown below).

Document ID (Invoice)	04PM030101
Vendor	V-01

The following payment should be warehoused.

Description of Good	Zip Drive
Document ID (Obligation)	02FD050103
Document ID (Payment)	04PM030201
Document ID (Receiving Report)	04PM030102
Payment Amount	$9,000.00
Payment Date Due	11/17/99

The following payment should be warehoused.

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.3.2**   **Transaction Date: 11/15/99**

Description of Good   Engineering Services
Document ID (Obligation)   02FD050501
Document ID (Payment)   04PM030202
Document ID (Receiving Report)   04PM030103
Payment Amount $50,000.00
Payment Date Due   11/22/99

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.3.3**   **Transaction Date: 11/15/99**

Review open payments document by DOC ID and ensure payments were automatically warehoused.

Assumptions:

None.

Dependencies:

TC-PM.3.2

Inputs:

Document ID (Invoice)	04PM030101
Description of Good	Zip Drive
Document ID (Payment)	04PM030201
Payment Amount	$9,000.00
Payment Date Due	11/17/99
Description of Good	Engineering Services
Document ID (Payment)	04PM030202
Payment Amount	$50,000.00
Payment Date Due	11/22/99

Expected Results:

Verify That:
The open payments document is reviewed by Document ID. Verify payment date.

Document ID (Invoice)	04PM030101

Payment for zip drive.

Description of Good	Zip Drive
Document ID (Payment)	04PM030201
Payment Amount	$9,000.00
Payment Date Due	11/17/99

Payment for engineering services.

Description of Good	Engineering Services
Document ID (Payment)	04PM030202
Payment Amount	$50,000.00
Payment Date Due	11/22/99

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.3.4**   **Transaction Date: 11/15/99**

Unauthorized person attempts to authorize payment and is unsuccessful. Of two items, one is approved and certified for payment by an authorized person. The other is not.

Assumptions:

None.

Dependencies:

TC-PM.3.3

Inputs:

Amount	$9,000.00
Date Due	11/17/99
Description of Goods	Zip Drive
Document ID (Disallowed payment)	04PM030201

Amount	$50,000
Date Due	11/22/99
Description of Goods	Engineering Services
Document ID (Approved payment)	04PM030202

Expected Results:

Verify That:

Unauthorized person attempts to authorize payment and is unsuccessful. Authorized person disallows one payment only, as shown below.

Disallowed Payment.

Amount	$9,000.00
Date Due	11/17/99
Description of Goods	Zip Drive
Document ID (Disallowed payment)	04PM030201

Approved Payment.

Amount	$50,000
Date Due	11/22/99
Description of Goods	Engineering Services
Document ID (Approved payment)	04PM030202

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.3.5	Transaction Date: 11/15/99

Remaining payment is removed from the payment stream and re-warehoused to a later date.

Assumptions:

None.

Dependencies:

TC-PM.3.4

Inputs:

Amount	$50,000.00
Current Payment Date	11/22/99
Description of Good	Engineering Services
Document ID (Payment)	04PM030202
New Payment Date	11/30/99 (to be included on the 11/26/99 Treasury Schedule)

Expected Results:

Verify That:
The application allows the payment date to be manually changed as shown below.

Amount	$50,000.00
Current Payment Date	11/22/99
Description of Good	Engineering Services
Document ID (Payment)	04PM030202
New Payment Date	11/30/99 (to be included on the 11/26/99 Treasury Schedule)

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.3.6	Transaction Date: 11/15/99

Review open payments document by DOC ID and ensure the payment was re-warehoused.

Assumptions:

None.

Dependencies:

TC-PM.3.5

Inputs:

Document ID (Payment)	04PM030202
Payment Date	11/30/99

Expected Results:

Verify That:
The open payments document is reviewed by document ID. The following payment should show as rescheduled.

Document ID (Payment)	04PM030202
Payment Date	11/30/99

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.4.1**   **Transaction Date: 11/15/99**

Record receipt of invoice for fixed asset ordered.

Assumptions:

None.

Dependencies:

TC-FD.5.8
TC-FD.5.3

Inputs:

Document ID (Invoice)	04PM040101
Document ID (Obligation)	02FD050301
Due Date	11/17/99
Invoice Receipt Date	10/18/99
Payment Amount	$10,750.00

Expected Results:

Verify That:
The following invoice is entered into the system. No accounting events should occur.

Document ID (Invoice)	04PM040101
Document ID (Obligation)	02FD050301
Due Date	11/17/99
Invoice Receipt Date	10/18/99
Payment Amount	$10,750.00

Execution Script
Test Steps and Expected Results

Cycle 4	**TC-PM.4.2**	**Transaction Date: 11/15/99**

Receive an updated invoice with an additional $200 in charges. Attempt to increase the associated obligation with a user ID that is not authorized to increase the obligation. With authorized ID, add the $200 increase to both the invoice and obligation.

Assumptions:

None.

Dependencies:

TC-PM.4.1

Inputs:

Document ID (Invoice)	04PM040101
Document ID (Obligation)	02FD050301
New Obligation Amount	$10,950.00
Original Obligation Amount	$10,750.00
Payment Amount	$10,950.00
User ID #1	Clerk
User ID #2	Supervisor

Expected Results:

Verify That:
1. Clerk's attempt to increase the obligation is unsuccessful.
2. Supervisor posts the transaction.

Document ID (Invoice)	04PM040101
Document ID (Obligation)	02FD050301
New Obligation Amount	$10,950.00
Original Obligation Amount	$10,750.00
Payment Amount	$10,950.00

General Ledger Effects

1. **Doc #:** 04PM040101   **Organization:** 11100   **Object Class:** 3110   **Direct/Reimb** D

   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$200.00	4801.01 Undel. Orders-Unpd.	$200.00

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.4.3	Transaction Date: 11/15/99

Record receipt and acceptance of fixed asset.

Assumptions:

None.

Dependencies:

TC-PM.4.2

Inputs:

Document ID (Invoice)	04PM040101
Document ID (Obligation)	02FD050301
Document ID (Receiving Report)	04PM040301
Invoice Amount	$10,950.00
Obligation Amount	$10,950.00
Receipt/Acceptance Date	10/18/99

Expected Results:

Verify That:

The following accounts payable transactions are generated.

Document ID (Invoice)	04PM040101
Document ID (Obligation)	02FD050301
Document ID (Receiving Report)	04PM040301
Invoice Amount	$10,950.00
Obligation Amount	$10,950.00
Receipt/Acceptance Date	10/18/99

General Ledger Effects

1. **Doc #:** 04PM040301   **Organization:** 11100   **Object Class:** 3110   **Direct/Reimb** D
   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$10,950.00	5700.01 Approps. Used	$10,950.00
1750.01 Equipment	$10,950.00	2110.01 A/P	$10,950.00
4801.01 Undel. Orders-Unpd.	$10,950.00	4901.01 Expended Auth.-Unpd.	$10,950.00

Execution Script
Test Steps and Expected Results

Cycle 4 | **TC-PM.4.4** | **Transaction Date: 11/15/99**

Warehouse payment of goods and include on 11/15/99 Treasury Schedule.

Assumptions:

Payment is made by Treasury check.

Dependencies:

TC-PM.4.3

Inputs:

Document ID (Invoice)	04PM040101
Document ID (Obligation)	02FD050301
Document ID (Payment)	04PM040401
Document ID (Receiving Report)	04PM040301
Invoice Amount	$10,950.00
New Obligation Amount	$10,950.00
Original Obligation Amount	$10,750.00
Payment Due Date	11/17/99
User ID	ID with Supervisory Authority

Expected Results:

Verify That:
The following transaction is created to record the payment.

Document ID (Invoice)	04PM040101
Document ID (Obligation)	02FD050301
Document ID (Payment)	04PM040401
Document ID (Receiving Report)	04PM040301
Invoice Amount	$10,950.00
New Obligation Amount	$10,950.00
Original Obligation Amount	$10,750.00
Payment Due Date	11/17/99

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.5.1	Transaction Date: 11/15/99

Record the receipt of an invoice through an electronic interface. Receive goods invoiced and manually record their receipt.

Assumptions:

Steps TC-PM.5.1 - TC-PM.5.4 may be combined and executed from a single interface.

Dependencies:

TC-FD.5.2

Inputs:

Amount	$1,500.00
Date Due	11/17/99
Description of Goods	Pencils
Document ID (Commitment)	02FD040102, 02FD040104
Document ID (Invoice)	04PM050101
Document ID (Obligation)	02FD050201
Document ID (Receiving Report)	04PM050102
Goods Receipt/Acceptance Date	10/18/99
Invoice Receipt Date	10/18/99
Vendor ID	V-02

Expected Results:

Verify That:
The following information must be electronically input into the system. The format necessary to import the information is not important only that the critical information can be imported.

Amount	$1,500.00
Date Due	11/17/99
Description of Goods	Pencils
Document ID (Commitment)	02FD040102, 02FD040104
Document ID (Invoice)	04PM050101
Document ID (Obligation)	02FD050201
Document ID (Receiving Report)	04PM050102
Goods Receipt/Acceptance Date	10/18/99
Invoice Receipt Date	10/18/99

General Ledger Effects

1. **Doc #:** 04PM050102 **Organization:** 11100 **Object Class:** 2610 **Direct/Reimb** D
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$1,500.00	5700.01 Approps. Used	$1,500.00
6100.01 Op. Exp./Prg. Costs	$1,500.00	2110.01 A/P	$1,500.00
4801.01 Undel. Orders-Unpd.	$1,500.00	4901.01 Expended Auth.-Unpd.	$1,500.00

Execution Script
Test Steps and Expected Results

| **Cycle 4** | **TC-PM.5.2** | **Transaction Date: 11/15/99** |

Record the receipt of a 2nd invoice (through an electronic interface) for the same vendor with same due date. Receive goods invoiced and manually record their receipt.

Assumptions:

Steps TC-PM.5.1 - TC-PM.5.4 may be combined and executed from a single interface.

Dependencies:

TC-FD.5.2

Inputs:

Amount	$500.00
Date Due	11/17/99
Description of Goods	Paper Clips
Document ID (Commitment)	02FD040102, 02FD040104
Document ID (Invoice)	04PM050201
Document ID (Obligation)	02FD050201
Document ID (Receiving Report)	04PM050202
Goods Receipt/Acceptance Date	10/18/99
Invoice Receipt Date	10/18/99
Vendor ID	V-02, AHS Incorporated

Expected Results:

Verify That:
The following information must be electronically input into the system. The format necessary to import the information is not important only that the critical information can be imported.

Amount	$500.00
Date Due	11/17/99
Description of Goods	Paper Clips
Document ID (Commitment)	02FD040102, 02FD040104
Document ID (Invoice)	04PM050201
Document ID (Obligation)	02FD050201
Document ID (Receiving Report)	04PM050202
Goods Receipt/Acceptance Date	10/18/99
Invoice Receipt Date	10/18/99

Execution Script
Test Steps and Expected Results

Cycle 4 **TC-PM.5.2** **Transaction Date: 11/15/99**

General Ledger Effects

1. **Doc #:** 04PM050202 **Organization:** 11100 **Object Class:** 2610 **Direct/Reimb** D
    FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$500.00	5700.01 Approps. Used	$500.00
6100.01 Op. Exp./Prg. Costs	$500.00	2110.01 A/P	$500.00
4801.01 Undel. Orders-Unpd.	$500.00	4901.01 Expended Auth.-Unpd.	$500.00

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.5.3	Transaction Date: 11/15/99

Record the receipt of a 3rd invoice (through an electronic interface) for the same vendor with same due date. Receive goods invoiced and manually record their receipt.

Assumptions:

Steps TC-PM.5.1 - TC-PM.5.4 may be combined and executed from a single interface.

Dependencies:

TC-FD.5.2

Inputs:

Amount	$1,000.00
Date Due	11/17/99
Description of Goods	Copy Paper
Document ID (Invoice)	04PM050301
Document ID (Obligation)	02FD050201, line 3
Document ID (Receiving Report)	04PM050302
Goods Receipt/Acceptance Date	10/18/99
Invoice Receipt Date	10/18/99
Vendor ID	V-02, AHS Inc.

Expected Results:

Verify That:

The following information is recorded directly into the system. The format necessary to import the information is not important only that the critical information can be imported.

Amount	$1,000.00
Date Due	11/17/99
Description of Goods	Copy Paper
Document ID (Invoice)	04PM050301
Document ID (Obligation)	02FD050201, line 3
Document ID (Receiving Report)	04PM050302
Goods Receipt/Acceptance Date	10/18/99
Invoice Receipt Date	10/18/99
Vendor ID	V-02, AHS Inc.

General Ledger Effects

1. **Doc #:** 04PM050302　　**Organization:** 11100　　**Object Class:** 2610　　**Direct/Reimb** D
   FY: 0　　**Fund:** 0201　　**Category:** A

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$1,000.00	5700.01 Approps. Used	$1,000.00
6100.01 Op. Exp./Prg. Costs	$1,000.00	2110.01 A/P	$1,000.00
4801.01 Undel. Orders-Unpd.	$1,000.00	4901.01 Expended Auth.-Unpd.	$1,000.00

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.5.4	Transaction Date: 11/15/99

Record the receipt of 4th invoice (through an electronic interface) for the same vendor. Receive goods invoiced and manually record their receipt.

Assumptions:

Steps TC-PM.5.1 - TC-PM.5.4 may be combined and executed from a single interface.

Dependencies:

TC-FD.6.1
TC-FD.5.2

Inputs:

Amount	$240.00
Date Due	11/30/99
Description of Goods	Felt Tip Pens
Document ID (Invoice)	04PM050401
Document ID (Obligation)	02FD050201, line 4
Document ID (Receiving Report)	04PM050402
Goods Receipt/Acceptance Date	11/01/99
Invoice Receipt Date	10/18/99
Vendor ID	V-02, AHS Inc.

Expected Results:

Verify That:
The following information is recorded directly into the system. The format necessary to import the information is not important only that the critical information can be imported.

Amount	$240.00
Date Due	11/30/99
Description of Goods	Felt Tip Pens
Document ID (Invoice)	04PM050401
Document ID (Obligation)	02FD050201, line 4
Document ID (Receiving Report)	04PM050402
Goods Receipt/Acceptance Date	11/01/99
Invoice Receipt Date	10/18/99
Vendor ID	V-02, AHS Inc.

General Ledger Effects

1. **Doc #:** 04PM050402   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D
   FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$240.00	5700.01 Approps. Used	$240.00
6100.01 Op. Exp./Prg. Costs	$240.00	2110.01 A/P	$240.00
4801.01 Undel. Orders-Unpd.	$240.00	4901.01 Expended Auth.-Unpd.	$240.00

Execution Script
Test Steps and Expected Results

Warehouse multiple payments to the same vendor. Payments should be consolidated when schedule is created. Verify that vendor is set up to receive consolidated payments.

Assumptions:

Disbursement file has not been sent to Treasury.

Dependencies:

TC-PM.5.1
TC-PM.5.2
TC-PM.5.3
TC-PM.5.4

Inputs:

Description of Goods	Pencils
Document ID (Invoice)	04PM050101
Document ID (Obligation)	02FD050201, line 1
Document ID (Payment)	04PM060101 (included on 11/15/99 Treasury Schedule)
Document ID (Receiving Report)	04PM050102
Payment Amount	$1,500.00
Payment Date Due	11/17/99
Vendor ID	V-02, AHS, Inc.

Description of Goods	Paper Clips
Document ID (Invoice)	04PM050201
Document ID (Obligation)	04FD050201, line 2
Document ID (Payment)	04PM060101 (included on 11/15/99 Treasury Schedule)
Document ID (Receiving Report)	04PM050202
Payment Amount	$500.00
Payment Date Due	11/17/99
Vendor ID	V-02, AHS, Inc.

Description of Goods	Copy Paper
Document ID (Invoice)	04PM050301
Document ID (Obligation)	02FD050201, line 3
Document ID (Payment)	04PM060101 (included on 11/15/99 Treasury Schedule)
Document ID (Receiving Report)	04PM050302
Payment Amount	$1,000.00
Payment Date Due	11/17/99
Vendor ID	V-02, AHS, Inc.

Description of Goods	Felt Tip Pens
Document ID (Invoice)	04PM050401
Document ID (Obligation)	02FD050201, line 4

Execution Script
Test Steps and Expected Results

| **Cycle 4** | **TC-PM.6.1** | **Transaction Date: 11/15/99** |

Document ID (Payment)	04PM060102 (included on 11/26/99 Treasury Schedule)
Document ID (Receiving Report)	04PM050402
Payment Amount	$240.00
Payment Date Due	11/30/99 (Override prompt pay calculated date if necessary)
Vendor ID	V-02, AHS, Inc.

Expected Results:

Verify That:
The transaction detail information for each payment is detailed below.

Payment:

Description of Goods	Pencils
Document ID (Payment)	04PM060101 (included on 11/15/99 Treasury Schedule)
Document ID (Receiving Report)	04PM050102
Payment Amount	$1,500.00
Payment Date Due	11/17/99

Payment:

Description of Goods	Paper Clips
Document ID (Payment)	04PM060101 (included on 11/15/99 Treasury Schedule)
Document ID (Receiving Report)	04PM050202
Payment Amount	$500.00
Payment Date Due	11/17/99

Payment:

Description of Goods	Copy Paper
Document ID (Payment)	04PM060101 (included on 11/15/99 Treasury Schedule)
Document ID (Receiving Report)	04PM050302
Payment Amount	$1,000.00
Payment Date Due	11/17/99

| Consolidated Total: | $3,000.00 |

Payment:

Description of Goods	Felt Tip Pens
Document ID (Payment)	04PM060102 (included on 11/26/99 Treasury Schedule)
Document ID (Receiving Report)	04PM050402
Payment Amount	$240.00
Payment Date Due	11/30/99 (Override prompt pay calculated date if necessary)

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.6.2	Transaction Date: 11/15/99

Remove warehoused payment and cancel.

Assumptions:

1. Payment is cancelled upon return of goods.
2. Goods will not be reordered; reestablish funds available and close related invoice.

Dependencies:

TC-PM.6.1

Inputs:

Document ID (Cancelled payment)	04PM060101 (line item 3, $1,000, Copy Paper)
Document ID (Invoice)	04PM050301
Document ID (Obligation)	02FD050201
Document ID (Receiving Report)	04PM050102, 04PM050202, 04PM050302, 04PM050402

Expected Results:

Verify That:

1. One payment is removed from the schedule (line item 3, $1,000.00).

Line Item 3:

Document ID (Cancelled payment)	04PM060101 (line item 3, $1,000, Copy Paper)
Document ID (Commitment Number)	02FD040102, 02FD040104

General Ledger Effects

1. **Doc #:** 04PM060101   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D
   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
5700.01 Approps. Used	$1,000.00	3100.01 Unxpnd Approps.	$1,000.00
4901.01 Expended Auth.-Unpd.	$1,000.00	4610.01 Allots-Realized Rsrcs	$1,000.00
2110.01 A/P	$1,000.00	6100.01 Op. Exp./Prg. Costs	$1,000.00

2. The following payments remain scheduled for 11/15/99 and 11/26/99.

Line Item 1:

Description of Goods	Pencils
Document ID (Invoice)	04PM050101
Document ID (Obligation)	04FD050201
Document ID (Payment)	04PM060101 (line item 1)
Payment Amount	$1,500
Payment Date Due	11/17/99
Vendor ID	V-02 (AHS, Inc.)

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.6.2**   **Transaction Date: 11/15/99**

Line Item 2:

Description of Goods	Paper Clips
Document ID (Invoice)	04PM050201
Document ID (Obligation)	04FD050201
Document ID (Payment)	04PM060101 (line item 2)
Payment Amount	$500
Payment Date Due	11/17/99
Vendor ID	V-02 (AHS, Inc)

Line Item 4:

Description of Goods	Felt Tip Pens
Document ID (Payment)	04PM060102
Document ID (Receiving Report)	04PM050402
Payment Amount	$240
Payment Date Due	11/30/99
Vendor ID	V-02 (AHS, Inc.)

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.8.1**   **Transaction Date: 11/15/99**

Record receipt of invoice for multiple goods through keyboard entry. One of these goods is for dairy products, which (according to prompt pay) should be paid within 10 days. Good are not yet received.

Assumptions:

None.

Dependencies:

None.

Inputs:

Document ID (Invoice #)	04PM080102ABCDEFGHIJ
Fund	0201
Invoice Date	11/07/99
Invoice Receipt Date	11/07/99
Organization Code	11100
Total Amount	$2,200
Vendor	V-03 (JMK)
Description of Goods	Coffee Machine
Object Class	2610
Payment Amount	$200
Description of Goods	Vending Machine
Object Class	2610
Payment Amount	$1,500
Description of Goods	Milk
Object Class	2610
Payment Amount	$350
Description of Goods	Coffee
Object Class	2610
Payment Amount	$150

Expected Results:

Verify That:
The following invoice is recorded as being received.

Document ID (Invoice #)	04PM080102ABCDEFGHIJ
Fund	0201
Invoice Date	11/07/99
Invoice Receipt Date	11/07/99
Organization Code	11100
Total Amount	$2,200

Execution Script
Test Steps and Expected Results

Cycle 4 | **TC-PM.8.1** | **Transaction Date: 11/15/99**

Vendor   V-03 (JMK)

Line Item 1:
Description of Goods   Coffee Machine
Object Class   2610
Payment Amount $200

Line Item 2:
Description of Goods   Vending Machine
Object Class   2610
Payment Amount $1,500

Line Item 3:
Description of Goods   Milk
Object Class   2610
Payment Amount $350

Line Item 4:
Description of Goods   Coffee
Object Class   2610
Payment Amount $150

Execution Script
Test Steps and Expected Results

Record the information that the goods are received to trigger the automatic warehousing of payment. If system requires payment to be manually warehoused, ensure payment date is automatically calculated. Do not override the payment schedule date. Allow the date to be calculated based on the invoice and goods acceptance date.

Assumptions:

1. Line items can have separate payment dates.
2. No previous obligation recorded.
3. This invoice is not to be grouped with other invoices for consolidated payment to the vendor.

Dependencies:

TC-PM.8.1

Inputs:

1. Record Receiving Report 1

Apportionment Category	B
Document ID (Invoice)	04PM080102ABCDEFGHIJ
Document ID (Receiving Report)	04PM080201
Fund	0201
Good Received/Accepted	11/10/99
Organization Code	11100
Vendor	V-03 (JMK)

1.1 Line 1

Amount	$350.00
Description of Goods	Milk
Object Class	2610

2. Record Receiving Report 2

Apportionment Category	B
Document ID (Invoice)	04PM080102ABCDEFGHIJ
Document ID (Receiving Report)	04PM080202
Fund	0201
Goods Received/Accepted	11/15/99
Item	Vending Machine
Line #	2
Organization	11100
Vendor	V-03 (JMK)

2.1 Line 1

Amount	$200.00
Description of Goods	Coffee Machine
Item	Milk

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.8.2**   **Transaction Date: 11/15/99**

Line #   1
Object Class   2610

2.2 Line 2
Amount $1,500.00
B. Items Refused:
Description of Goods   Vending Machine
Object Class   2610

2.3 Line 3
Amount $150.00
Description of Goods   Coffee
Object Class   2610

3. Record Payment Authorization
Date   11/15/99
Document ID (Payment)   04PM080203

3.1 Line 1
Document ID (Receiving Report)   04PM080201
Line Number   Receiving Report Line 1

3.2 Line 2
Document ID (Receiving Report)   04PM080202
Line Number   Receiving Report Line 1

3.3 Line 3
Document ID (Receiving Report)   04PM080202
Line Number   Receiving Report Line 2

3.4 Line 4
Document ID(Receiving Report)   04PM080202
Line Number   Receiving Report Line 3

Expected Results:

Verify That:
1. The transactions to record the receipt of goods are shown below:
--Receiving Report 1
Apportionment Category   B
Document ID (Invoice)   04PM080102ABCDEFGHIJ
Document ID (Receiving Report)   04PM080201
Fund   0201
Good Received/Accepted   11/10/99
Organization Code   11100
Vendor   V-03 (JMK)

Execution Script
Test Steps and Expected Results

Cycle 4	**TC-PM.8.2**	**Transaction Date: 11/15/99**

1.1 Line 1

Amount	$350.00
Description of Goods	Milk
Object Class	2610

General Ledger Effects

1.1. **Doc #:** 04PM080201   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D

     FY: 0   **Fund:** 0201   **Category:** B

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$350.00	5700.01 Approps. Used	$350.00
6100.01 Op. Exp./Prg. Costs	$350.00	2110.01 A/P	$350.00
4610.01 Allots-Realized Rsrcs	$350.00	4901.01 Expended Auth.-Unpd.	$350.00

2. The transactions to record the receipt of goods are shown below:

--Receiving Report 2

Apportionment Category	B
Document ID (Invoice)	04PM080102ABCDEFGHIJ
Document ID (Receiving Report)	04PM080202
Fund	0201
Goods Received/Accepted	11/15/99
Organization	11100
Vendor	V-03 (JMK)

2.1 Line 1

Amount	$200.00
Description of Goods	Coffee Machine
Object Class	2610

General Ledger Effects

2.1. **Doc #:** 04PM080202   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D

     FY: 0   **Fund:** 0201   **Category:** B

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$200.00	5700.01 Approps. Used	$200.00
6100.01 Op. Exp./Prg. Costs	$200.00	2110.01 A/P	$200.00
4610.01 Allots-Realized Rsrcs	$200.00	4901.01 Expended Auth.-Unpd.	$200.00

2.2 Line 2

Amount	$1,500.00
Description of Goods	Vending Machine

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.8.2**   **Transaction Date: 11/15/99**

Object Class   2610
General Ledger Effects

2.2. **Doc #:** 04PM080202   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D
     FY: 0   **Fund:**   0201   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
6100.01 Op. Exp./Prg. Costs	$1,500.00	2110.01 A/P	$1,500.00
4610.01 Allots-Realized Rsrcs	$1,500.00	4901.01 Expended Auth.-Unpd.	$1,500.00
3100.01 Unxpnd Approps.	$1,500.00	5700.01 Approps. Used	$1,500.00

2.3 Line 3
Amount $150.00
Description of Goods   Coffee
Object Class   2610
General Ledger Effects

2.3. **Doc #:** 04PM080202   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D
     FY: 0   **Fund:**   0201   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
6100.01 Op. Exp./Prg. Costs	$150.00	2110.01 A/P	$150.00
4610.01 Allots-Realized Rsrcs	$150.00	4901.01 Expended Auth.-Unpd.	$150.00
3100.01 Unxpnd Approps.	$150.00	5700.01 Approps. Used	$150.00

3. The following payments should be warehoused on the date specified:
Date   11/15/99
Document ID (Payment)   04PM080203

3.1 Line 1
Document ID (Receiving Report)   04PM080201
Line Number   Receiving Report Line 1
Payment Due Date   11/17/99

3.2 Line 2
Document ID (Receiving Report)   04PM080202
Line Number   Receiving Report Line 1
Payment Due Date   12/15/99

3.3 Line 3
Document ID (Receiving Report)   04PM080202

Execution Script
Test Steps and Expected Results

Cycle 4 **TC-PM.8.2** **Transaction Date: 11/15/99**

Line Number   Receiving Report Line 2
Payment Due Date   12/15/99

3.4 Line 4
Document ID(Receiving Report)   04PM080202
Line Number   Receiving Report Line 3
Payment Due Date   12/15/99

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.8.3**   **Transaction Date: 11/15/99**

Upon the return of unacceptable goods, access the warehoused payments and cancel the appropriate warehoused payment and voucher (payment hasn't been made). Cancel the appropriate line item on the warehoused payment voucher.

Assumptions:

1. Damaged goods will be returned to the vendor. Since the goods will not be replaced, the obligation should be closed to make funds available for other uses.
2. Invoice can be split by line items.

Dependencies:

TC-PM.8.2

Inputs:

Invoice #	04PM080102ABCDEFGHIJ
Payment Voucher	04PM030203
Vendor ID	V-03

A. Items Accepted:

Item	Coffee, $150
Line #	3
Receiving Report	04PM080202
Item	Vending Machine, $1,500
Line #	2
Receiving Report	04PM080202
Item	Milk, $350
Line #	1
Receiving Report	04PM080201

B. Item Refused

Item	Coffee Machine, $200
Line #	1
Receiving Report	04PM080202

Expected Results:

Verify That:
Payment for the following item is cancelled and the obligation and receipt/accrual are reversed.

Description of Goods Accepted	Milk, $350 (04PM080202), Vending Machine, $1,500 Coffee, $150 (04PM080203)
Description of Goods Returned	Coffee Machine, $200 (04PM080203)

Execution Script
Test Steps and Expected Results

Cycle 4 **** **TC-PM.8.3** **** **Transaction Date: 11/15/99**

General Ledger Effects

1. **Doc #:** 04PM080203   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D
    FY: 0   **Fund:**   0201   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
5700.01 Approps. Used	$200.00	3100.01 Unxpnd Approps.	$200.00
2110.01 A/P	$200.00	6100.01 Op. Exp./Prg. Costs	$200.00
4901.01 Expended Auth.-Unpd.	$200.00	4610.01 Allots-Realized Rsrcs	$200.00

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.8.4**   **Transaction Date: 11/15/99**

View payment information to ensure the warehoused payment for returned goods is corrected and the appropriate payment line item is reversed (cancelled).

Assumptions:

None.

Dependencies:

TC-PM.8.3

Inputs:

Amount	$200.00
Description of Goods	Coffee Machine
Document ID (Invoice)	04PM080102ABCDEFGHIJ
Document ID (Payment)	04PM080203
Vendor	V-03 (JMK)

Expected Results:

Verify That:
Payment for the following item is cancelled.

Amount	$200.00
Description of Goods	Coffee Machine
Document ID (Invoice)	04PM080102ABCDEFGHIJ
Document ID (Payment)	04PM080203
Vendor	V-03 (JMK)

Execution Script
Test Steps and Expected Results

Cycle 4 **TC-PM.9.1** **Transaction Date: 11/15/99**

Import payroll information from the external payroll system.

Assumptions:

Record payroll information for disbursements made by separate system.

Dependencies:

None.

Inputs:

Fund Code	0201
Object Class	1110
Total Payroll	$7,100
Amount	$1,800
Document ID (Payment)	04PM090101
Employee Name	Jane Smith
Organization	11100
Pay Period	11/17/99
Amount	$1,600
Document ID (Payment)	04PM090102
Employee Name	Harrold Jones
Organization	11100
Pay Period	11/17/99
Amount	$1,700
Document ID (Payment)	04PM090103
Employee Name	Frank Cunningham
Organization	11100
Pay Period	11/17/99
Amount	$2,000
Document ID (Payment)	04PM090104
Employee Name	Jessica Walters
Organization	11100
Pay Period	11/17/99

Expected Results:

Verify That:
File containing payroll payments is reflected. File format is not important, only that the following critical information is recorded on the file.

Fund Code	0201
Object Class	1110
Total Payroll	$7,100

Execution Script
Test Steps and Expected Results

Cycle 4	**TC-PM.9.1**	**Transaction Date: 11/15/99**

Payment #1

Amount	$1,800
Document ID (Payment)	04PM090101
Employee Name	Jane Smith
Organization	11100
Pay Period	11/17/99

General Ledger Effects

1.1. **Doc #:** 04PM090101   **Organization:** 11100   **Object Class:** 1110   **Direct/Reimb** D

    FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$1,800.00	4901.01 Expended Auth.-Unpd.	$1,800.00
6100.01 Op. Exp./Prg. Costs	$1,800.00	2120.01 Disburs-In-Transit	$1,800.00
3100.01 Unxpnd Approps.	$1,800.00	5700.01 Approps. Used	$1,800.00

Payment #2

Amount	$1,600
Document ID (Payment)	04PM090102
Employee Name	Harrold Jones
Organization	11100
Pay Period	11/17/99

General Ledger Effects

2.1. **Doc #:** 04PM090102   **Organization:** 11100   **Object Class:** 1110   **Direct/Reimb** D

    FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$1,600.00	4901.01 Expended Auth.-Unpd.	$1,600.00
6100.01 Op. Exp./Prg. Costs	$1,600.00	2120.01 Disburs-In-Transit	$1,600.00
3100.01 Unxpnd Approps.	$1,600.00	5700.01 Approps. Used	$1,600.00

Payment #3

Amount	$1,700
Document ID (Payment)	04PM090103
Employee Name	Frank Cunningham
Organization	11100
Pay Period	11/17/99

Execution Script
Test Steps and Expected Results

Cycle 4 **TC-PM.9.1** **Transaction Date: 11/15/99**

General Ledger Effects

3.1. **Doc #:** 04PM090103 **Organization:** 11100 **Object Class:** 1110 **Direct/Reimb** D

FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$1,700.00	4901.01 Expended Auth.-Unpd.	$1,700.00
6100.01 Op. Exp./Prg. Costs	$1,700.00	2120.01 Disburs-In-Transit	$1,700.00
3100.01 Unxpnd Approps.	$1,700.00	5700.01 Approps. Used	$1,700.00

Payment #4

Amount	$2,000
Document ID (Payment)	04PM090104
Employee Name	Jessica Walters
Organization	11100
Pay Period	11/17/99

General Ledger Effects

4.1. **Doc #:** 04PM090104 **Organization:** 11100 **Object Class:** 1110 **Direct/Reimb** D

FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$2,000.00	4901.01 Expended Auth.-Unpd.	$2,000.00
6100.01 Op. Exp./Prg. Costs	$2,000.00	2120.01 Disburs-In-Transit	$2,000.00
3100.01 Unxpnd Approps.	$2,000.00	5700.01 Approps. Used	$2,000.00

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.10.1	Transaction Date: 11/15/99

Record the receipt of goods and receipt of invoice. Prepare payment authorization for approval. Approval must be obtained prior to scheduling of payment.

Assumptions:

None.

Dependencies:

TC-FD.5.1

Inputs:

Description of Goods	Janitorial Services
Document ID (Commitment)	02FD040103
Document ID (Invoice)	04PM100101
Document ID (Obligation)	02FD050102
Document ID (Payment)	04PM100201
Document ID (Receiving Report)	04PM100102
Due Date	11/22/99
Goods Receipt/Acceptance Date	10/21/99
Invoice Amount	$20,833.00
Invoice Receipt Date	10/18/99
Received by	Mary

Expected Results:

Verify That:

Goods are received, invoice is recorded, and accrued liability is recorded.

Description of Goods	Janitorial Services
Document ID (Commitment)	02FD040103
Document ID (Invoice)	04PM100101
Document ID (Obligation)	02FD050102
Document ID (Receiving Report)	04PM100102
Due Date	11/22/99
Goods Receipt/Acceptance Date	10/21/99
Invoice Amount	$20,833.00
Invoice Receipt Date	10/18/99

General Ledger Effects

1. **Doc #:** 04PM100102   **Organization:** 11100   **Object Class:** 2520   **Direct/Reimb** D
   FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4801.01 Undel. Orders-Unpd.	$20,833.00	4901.01 Expended Auth.-Unpd.	$20,833.00
3100.01 Unxpnd Approps.	$20,833.00	5700.01 Approps. Used	$20,833.00
6100.01 Op. Exp./Prg. Costs	$20,833.00	2110.01 A/P	$20,833.00

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.13.1**   **Transaction Date: 11/15/99**

Record obligation for annual subscription. Record a 1st quarter prepayment made outside of the system. Create recurring payment vouchers for the remaining 3 quarters. Accrue subscription expenses for month of October.

Assumptions:

Expenses will be accrued monthly. Payments made in equal installments.

Dependencies:

None.

Inputs:

Document ID (Payment)	04PM130101
Fund	0201
Object Class	2520
Organization	11100
Payment Amount	$12,000.00
Payment Dates	Payments will occur on 01/01/00, 04/01/00, and 07/01/00
Total Cost	$12,000.00
Vendor	V-05

Document ID (Obligation)	04PM130101
Fund	0201
Object Class	2520
Obligation Amount	$12,000.00
Organization	11100
Vendor	Donald Baker
Vendor ID	V-05

Document ID (Prepaid Amount)	04PM130102
Fund	0201
Object Class	2520
Organization	11100
Payment Amount	$3,000.00
Vendor	Donald Baker
Vendor ID	V-05

Document ID (Voucher)	04PM130103
Fund	0201
Object Class	2520
Organization	11100
Payment Date	01/01/00
Vendor	Donald Baker
Vendor ID	V-05
Voucher Amount	$3,000.00

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.13.1**   **Transaction Date: 11/15/99**

Document ID (Voucher)	04PM130104
Fund	0201
Object Class	2520
Organization	11100
Payment Date	04/01/00
Vendor	Donald Baker
Vendor ID	V-05
Voucher Amount	$3,000.00
Document ID (Voucher)	04PM130105
Fund	0201
Object Class	2520
Organization	11100
Payment Date	07/01/00
Vendor	Donald Baker
Vendor ID	V-05
Voucher Amount	$3,000.00
Document ID (Prepayment Applied)	04PM130106
Fund	0201
Object Class	2520
Organization	11100
Payment Amount	$1,000.00
Vendor	Donald Baker
Vendor ID	V-05

Expected Results:

Verify That:

1. The following payments are scheduled.

Document ID (Payment)	04PM130101
Fund	0201
Object Class	2520
Organization	11100
Payment Amount	$12,000.00
Payment Dates	Payments will occur on 01/01/00, 04/01/00, and 07/01/00
Total Cost	$12,000.00
Vendor	V-05

2. The following obligation is recorded:

Document ID (Obligation)	04PM130101
Fund	0201
Object Class	2520

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.13.1	Transaction Date: 11/15/99

Obligation Amount $12,000.00
Organization   11100
Vendor   Donald Baker
Vendor ID   V-05

General Ledger Effects

2. **Doc #:** 04PM130101   **Organization:** 11100   **Object Class:** 2520   **Direct/Reimb** D
    FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$12,000.00	4801.01 Undel. Orders-Unpd.	$12,000.00

3. The following prepaid amount is recorded:

Document ID (Prepaid Amount)   04PM130102
Fund   0201
Object Class   2520
Organization   11100
Payment Amount $3,000.00
Vendor   Donald Baker
Vendor ID   V-05

General Ledger Effects

3. **Doc #:** 04PM130102   **Organization:** 11100   **Object Class:** 2520   **Direct/Reimb** D
    FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4801.01 Undel. Orders-Unpd.	$3,000.00	4802.01 Undel. Orders-Pd.	$3,000.00
1450.01 Prepayments	$3,000.00	1021.01 SF224 Disbursements	$3,000.00

4. The following voucher is recorded:

Document ID (Voucher)   04PM130103
Fund   0201
Object Class   2520
Organization   11100
Payment Date   01/01/00
Vendor   Donald Baker
Vendor ID   V-05
Voucher Amount $3,000.00

5. The following voucher is recorded:

Document ID (Voucher)   04PM130104
Fund   0201
Object Class   2520
Organization   11100
Payment Date   04/01/00
Vendor   Donald Baker

Execution Script
Test Steps and Expected Results

Cycle 4	**TC-PM.13.1**	**Transaction Date: 11/15/99**

Vendor ID   V-05
Voucher Amount $3,000.00

6. The following voucher is recorded:

Document ID (Voucher)   04PM130105
Fund   0201
Object Class   2520
Organization   11100
Payment Date   07/01/00
Vendor   Donald Baker
Vendor ID   V-05
Voucher Amount $3,000.00

7. The following prepayment is applied:

Document ID (Prepayment   04PM130106
Applied)
Fund   0201
Object Class   2520
Organization   11100
Payment Amount $1,000.00
Vendor   Donald Baker
Vendor ID   V-05

General Ledger Effects

7. **Doc #:** 04PM130106   **Organization:** 11100   **Object Class:** 2520   **Direct/Reimb** D
   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4802.01 Undel. Orders-Pd.	$1,000.00	4902.01 Expended Auth.-Pd.	$1,000.00
3100.01 Unxpnd Approps.	$1,000.00	5700.01 Approps. Used	$1,000.00
6100.01 Op. Exp./Prg. Costs	$1,000.00	1450.01 Prepayments	$1,000.00

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.13.2	Transaction Date: 11/15/99

Warehouse an advance payment to a grantee for inclusion on the 11/15/99 Treasury Schedule. The grant was previously obligated.

Assumptions:

None.

Dependencies:

TC-FD.7.2

Inputs:

Document ID (Obligation)	02FD070201
Document ID (Payment)	04PM130202
Fund	0202
Grant Amount	$10,000
Grant Number	GR-01
Object Class	4100
Organization	11200
Recipient ID	Rec-01, Educational Development, Inc.

Expected Results:

Verify That:

The following advance grant payment is warehoused:

Document ID (Obligation)	02FD070201
Document ID (Payment)	04PM130202
Fund	0202
Grant Amount	$10,000
Grant Number	GR-01
Object Class	4100
Organization	11200
Recipient ID	Rec-01, Educational Development, Inc.

General Ledger Effects

1. **Doc #:** 04PM130202 **Organization:** 11200 **Object Class:** 4100 **Direct/Reimb** D
   FY: 0 **Fund:** 0202 **Category:** B

DR Account	DR Amount	CR Account	CR Amount
1410.01 Advances To Others	$10,000.00	2110.01 A/P	$10,000.00

Execution Script
Test Steps and Expected Results

Record receipt of goods and record receipt of invoice for goods ordered for USDA. Warehouse payment. Invoice has discount terms of 2% within 10 days. Net 30 days. Bill USDA under the reimbursable order established previously. When billing USDA, use the net anticipated invoice amount after taking into account the discount.

Assumptions:

Obligation was not previously recorded and is to be recorded with receipt of goods.

Dependencies:

TC-FD.1.5
TC-RM.1.1

Inputs:

--Goods Receipt

Agreement Number	P-121932-1999
Amount	$1,000
Customer	USDACOMM
Description	Printing Materials
Direct/Reimb	R
Document ID (Receiving Report)	04PM160101
Fund	0201
Goods Received	11/10/99
Object Class	2610
Organization Code	11100
Vendor	V-02, AHS Inc.

--Invoice Receipt

Discount Due Date	11/17/99
Discount Terms	2%, 10 days, Net 30
Document ID (Invoice)	04PM160102
Invoice Amount	$1,000.00
Invoice Date	11/07/99
Invoice Receipt Date	11/10/99
Vendor	V-02, AHS, Inc.

--Payment Authorization

Discount Due Date	11/17/99
Document ID (Invoice)	04PM160102
Document ID (Payment)	04PM160103
Document ID (Receiving Report)	04PM160101
Payment Amount	$1,000.00
Payment Due Date	12/10/99
Vendor ID	V-02

Execution Script
Test Steps and Expected Results

Cycle 4 **TC-PM.16.1** **Transaction Date: 11/15/99**

Vendor Name AHS, Inc.

--Customer Billing

Amount	$980.00
Customer ID	USDACOMM
Date Due	12/15/99
Document ID (Bill)	04PM160104
Document ID (Payment)	04PM160103
Document ID (Receiving)	04PM160101
Reimbursable Agreement #	P-121932-1999

Expected Results:

Verify That:

The following obligation, receipt of goods and invoice are entered into the system.

--Obligation/Receipt

Agreement Number	P-121932-1999
Amount	$1,000
Customer	USDACOMM
Description	Printing Materials
Direct/Reimb	R
Document ID (Receiving Report)	04PM160101
Fund	0201
Goods Received	11/10/99
Object Class	2610
Organization Code	11100
Vendor	V-02, AHS Inc.

General Ledger Effects

1. **Doc #:** 04PM160101 **Organization:** 11100 **Object Class:** 2610 **Direct/Reimb** R
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
6500.01 Cost of Goods Sold	$1,000.00	2110.01 A/P	$1,000.00
3100.01 Unxpnd Approps.	$1,000.00	5700.01 Approps. Used	$1,000.00
4610.01 Allots-Realized Rsrcs	$1,000.00	4901.01 Expended Auth.-Unpd.	$1,000.00

--Invoice Receipt

Discount Due Date	11/17/99
Discount Terms	2%, 10 days, Net 30
Document ID (Invoice)	04PM160102
Invoice Amount	$1,000.00
Invoice Date	11/07/99
Invoice Receipt Date	11/10/99
Vendor	V-02, AHS, Inc.

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.16.1	Transaction Date: 11/15/99

--Payment Authorization

Discount Due Date	11/17/99
Document ID (Invoice)	04PM160102
Document ID (Payment)	04PM160103
Document ID (Receiving Report)	04PM160101
Payment Amount	$1,000.00
Payment Due Date	12/10/99
Vendor ID	V-02
Vendor Name	AHS, Inc.

--Customer Billing

Amount	$980.00
Customer ID	USDACOMM
Date Due	12/15/99
Document ID (Bill)	04PM160104
Document ID (Payment)	04PM160103
Document ID (Receiving)	04PM160101
Reimbursable Agreement #	P-121932-1999

General Ledger Effects

4. **Doc #:** 04PM160104 **Organization:** 11100 **Object Class:** 2610 **Direct/Reimb** R

   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
1310.01 A/R	$980.00	5200.01 Rev. Srvcs Provided	$980.00
4251.01 Reimb. & Oth Inc Erned-Rec	$980.00	4221.01 Unfild Cust Ordrs w/o Adv.	$980.00

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-RM.8.1**   **Transaction Date: 11/15/99**

Record collections from customers on account and update system balances.

Assumptions:

None.

Dependencies:

TC-RM.1.4
TC-RM.6.3
TC-RM.2.2

Inputs:

1.

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Document ID (Bill)	02RM010401
Document ID (Collection)	04RM080101
Order Number	1
Total Collected	$1,500.00

2.

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Document ID (Bill)	02RM020201
Document ID (Collection)	04RM080102
Order Number	2
Total Collected	$500.00

3.

Customer ID	WAYNED
Customer Name	Dave Wayne
Document ID (Bill)	03RM060301
Document ID (Collection)	04RM080103
Total Collected	$350.00

Expected Results:

Verify That:
1. The following receipt is recorded.

Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Document ID (Bill)	02RM010401
Total Collected	$1,500.00

Execution Script
Test Steps and Expected Results

Cycle 4 **TC-RM.8.1** **Transaction Date: 11/15/99**

General Ledger Effects

1. **Doc #:** 04RM080101 **Organization:** None **Object Class:** **Direct/Reimb** R
    FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4252.01 Reimb. & Oth Inc Erned-Coll	$1,500.00	4251.01 Reimb. & Oth Inc Erned-Re	$1,500.00
1020.01 SF224 Collections	$1,500.00	1310.01 A/R	$1,500.00

2. The following receipt is recorded.

Customer ID	USDACOMM
Customer Name	U.S. Department of Agriculture - Commodities
Document ID (Bill)	02RM020201
Total Collected	$500.00

General Ledger Effects

2. **Doc #:** 04RM080102 **Organization:** None **Object Class:** **Direct/Reimb** R
    FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4252.01 Reimb. & Oth Inc Erned-Coll	$500.00	4251.01 Reimb. & Oth Inc Erned-Re	$500.00
1020.01 SF224 Collections	$500.00	1310.01 A/R	$500.00

3. The following receipt is recorded.

Customer ID	WAYNED
Customer Name	Dave Wayne
Document ID (Bill)	03RM060301
Total Collected	$350.00

General Ledger Effects

3. **Doc #:** 04RM080103 **Organization:** None **Object Class:** **Direct/Reimb** D
    FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4266.01 Oth Act Colls. - Non Fed	$350.00	4450.01 Un-apport. Auth.-Avail	$350.00
1020.01 SF224 Collections	$350.00	1310.01 A/R	$350.00

Execution Script
Test Steps and Expected Results

Cycle 4	TC-RM.8.2	Transaction Date: 11/15/99

Apply receipt of payments on multiple receivables for the same customer and then query accounts receivable subsidiary to ensure that accounts were properly posted.

Assumptions:

None.

Dependencies:

TC-RM.3.4

Inputs:

1. Post Collection

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U. S. Department of Agriculture - Commodities
Document ID (Bill)	02RM030401
Document ID (Receipt)	04RM080201
Order Number	5
Total Collected	$15.00

2. Post Collection

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U.S. Deprtment of Commerce - NOAA
Document ID (Bill)	02RM030402
Document ID (Receipt)	04RM080202
Order Number	6
Total Collected	$102.00

3. Post Collection

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U. S. Department of Agriculture - Commodities
Document ID (Bill)	02RM030403
Document ID (Receipt)	04RM080203
Order Number	7
Total Collected	$30.00

4. Post Collection

Contract Number	P-121932-1999
Customer ID	USDACOMM
Customer Name	U. S. Department of Agriculture - Commodities
Document ID (Bill)	02RM030404
Document ID (Receipt)	04RM080204
Order Number	8

Execution Script
Test Steps and Expected Results

Cycle 4	TC-RM.8.2	Transaction Date: 11/15/99

Total Collected $45.00

Expected Results:

Verify That:

1. The following receipt is recorded and the applicable customer account is updated.

Customer ID   USDACOMM
Customer Name   U. S. Department of Agriculture - Commodities
Document ID (Bill)   02RM030401
Document ID (Receipt)   04RM080201
Total Collected $15.00

General Ledger Effects

1.   **Doc #:** 04RM080201   **Organization:** None   **Object Class:**   **Direct/Reimb** R
    FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4252.01 Reimb. & Oth Inc Erned-Coll	$15.00	4251.01 Reimb. & Oth Inc Erned-Re	$15.00
1020.01 SF224 Collections	$15.00	1310.01 A/R	$15.00

2. The following receipt is recorded and the applicable customer account is updated.

Customer ID   USDACOMM
Customer Name   U.S. Deprtment of Commerce - NOAA
Document ID (Bill)   02RM030402
Document ID (Receipt)   04RM080202
Total Collected $102.00

General Ledger Effects

2.   **Doc #:** 04RM080202   **Organization:** None   **Object Class:**   **Direct/Reimb** R
    FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4252.01 Reimb. & Oth Inc Erned-Coll	$102.00	4251.01 Reimb. & Oth Inc Erned-Re	$102.00
1020.01 SF224 Collections	$102.00	1310.01 A/R	$102.00

3. The following receipt is recorded and the applicable customer account is updated.

Customer ID   USDACOMM
Customer Name   U. S. Department of Agriculture - Commodities
Document ID (Bill)   02RM030403
Document ID (Receipt)   04RM080203
Total Collected $30.00

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-RM.8.2**   **Transaction Date: 11/15/99**

General Ledger Effects

3.   **Doc #:** 04RM080203   **Organization:** None   **Object Class:**   **Direct/Reimb** R
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4252.01 Reimb. & Oth Inc Erned-Coll	$30.00	4251.01 Reimb. & Oth Inc Erned-Re	$30.00
1020.01 SF224 Collections	$30.00	1310.01 A/R	$30.00

4. The following receipt is recorded and the applicable customer account is updated.

Customer ID	USDACOMM
Customer Name	U. S. Department of Agriculture - Commodities
Document ID (Bill)	02RM030404
Document ID (Receipt)	04RM080204
Total Collected	$45.00

General Ledger Effects

4.   **Doc #:** 04RM080204   **Organization:** None   **Object Class:**   **Direct/Reimb** R
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4252.01 Reimb. & Oth Inc Erned-Coll	$45.00	4251.01 Reimb. & Oth Inc Erned-Re	$45.00
1020.01 SF224 Collections	$45.00	1310.01 A/R	$45.00

Execution Script
Test Steps and Expected Results

Cycle 4 **TC-RM.8.4** **Transaction Date: 11/15/99**

Record cash receipts without prior receivables and track them in the system. Query the system to ensure cash received has been recorded.

Assumptions:

1. The agency has authority to retain and use gifts.
2. Miscellaneous receipts must be returned to Treasury and are recorded in receipt account.
3. If necessary, customers should be set-up as part of this step.

Dependencies:

None.

Inputs:

1.

Customer ID	BENEFACA
Customer Name	Anthony Benefactor
Description	Gift from a citizen
Document ID (Collection)	04RM080401
Fund	0201
Total Collected	$1,000.00

2.

Customer ID	STALEY
Customer Name	Staley Corporation
Description	Fines - Miscellaneous Receipts
Document ID (Collection)	04RM080402
Fund	3888
Total Collected	$100,000.00

Expected Results:

Verify That:
The following cash receipts are recorded:

Customer ID	BENEFACA
Customer Name	Anthony Benefactor
Description	Gift from a citizen
Fund	0201
Total Collected	$1,000.00

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-RM.8.4**   **Transaction Date: 11/15/99**

General Ledger Effects

1. **Doc #:** 04RM080401   **Organization:** None   **Object Class:**   **Direct/Reimb** D
    FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
1110.01 Un-deposited Colls.	$1,000.00	5600.01 Donated Rev.-Fin Resrces	$1,000.00
4266.01 Oth Act Colls. - Non Fed	$1,000.00	4450.01 Un-apport. Auth.-Avail	$1,000.00

Customer ID	STALEY
Customer Name	Staley Corporation
Description	Fines - Miscellaneous Receipts
Fund	3888
Total Collected	$100,000.00

General Ledger Effects

2. **Doc #:** 04RM080402   **Organization:** None   **Object Class:**   **Direct/Reimb** N/A
    FY: 0   **Fund:**   3888   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
1110.01 Un-deposited Colls.	$100,000.00	5320.01 Penalties & Fines Rev.	$100,000.00

Execution Script
Test Steps and Expected Results

Record the receipt of the invoice for computers ordered by New Systems directorate and its divisions and warehouse for payment on 11/26/99 Treasury Schedule.

Assumptions:

None.

Dependencies:

TC-CM.1.2

Inputs:

Document ID (Invoice)	04CM020401
Document ID (Payment)	04CM020401
Fund	0192
Goods Accepted Date	10/31/99
Invoice Received Date	10/31/99
Invoice Total	$57,000.00
Payment Date	11/30/99

1. Obligation:

Description	Computer
Document ID (Obligation)	01CM010201
Document ID (Receiving Report)	01CM020201
Org. Code	13210
Total Amount	$15,000

2. Obligation:

Description	Computer
Document ID (Obligation)	01CM010202
Document ID (Receiving Report)	01CM020202
Org. Code	13220
Total Amount	$9,000

3. Obligation:

Description	Computer
Document ID (Obligation)	01CM010203
Document ID (Receiving Report)	01CM020203
Org. Code	13230
Total Amount	$18,000

4. Obligation:

Description	Computer
Document ID (Obligation)	01CM010204
Document ID (Receiving Report)	01CM020204
Org. Code	13100

Execution Script
Test Steps and Expected Results

Cycle 4	TC-CM.2.4	Transaction Date: 11/15/99

Total Amount $15,000

Expected Results:

Verify That:
The receipt of the invoice for computers is recorded into the system as follows.

Document ID (Invoice)	04CM020401
Document ID (Payment)	04CM020401
Fund	0192
Goods Accepted Date	10/31/99
Invoice Received Date	10/31/99
Invoice Total	$57,000.00
Payment Date	11/30/99

Obligation:

Description	Computer
Document ID (Obligation)	01CM010201
Document ID (Receiving Report)	01CM020201
Org. Code	13210
Total Amount	$15,000

Obligation:

Description	Computer
Document ID (Obligation)	01CM010202
Document ID (Receiving Report)	01CM020202
Org. Code	13220
Total Amount	$9,000

Obligation:

Description	Computer
Document ID (Obligation)	01CM010203
Document ID (Receiving Report)	01CM020203
Org. Code	13230
Total Amount	$18,000

Obligation:

Description	Computer
Document ID (Obligation)	01CM010204
Document ID (Receiving Report)	01CM020204
Org. Code	13100
Total Amount	$15,000

Execution Script
Test Steps and Expected Results

Cycle 4 | **TC-CM.2.3** | **Transaction Date: 11/15/99**

Record the receipt of the invoice for goods, and warehouse for payment on 11/26/99 Treasury Schedule.

Assumptions:

None.

Dependencies:

TC-CM.1.3
TC-CM.2.1

Inputs:

Document ID (Invoice)	04CM020301
Document ID (Payment)	04CM020301
Fund	0192
Goods Accepted Date	10/31/99
Invoice Received Date	10/31/99
Payment Date	11/30/99
Total Invoice	$3,800.00

1. Obligation:

Description	Software
Document ID (Obligation)	01CM010301
Document ID (Receiving Report)	01CM020101
Org. Code	13210
Total Amount	$1,000

2. Obligation:

Description	Software
Document ID (Obligation)	01CM010302
Document ID (Receiving Report)	01CM020102
Org. Code	13220
Total Amount	$600

3. Obligation:

Description	Software
Document ID (Obligation)	01CM010303
Document ID (Receiving Report)	01CM020103
Org. Code	13230
Total Amount	$1,200

4. Obligation:

Description	Software
Document ID (Obligation)	01CM010304
Document ID (Receiving Report)	01CM020104

Execution Script
Test Steps and Expected Results

Cycle 4 **TC-CM.2.3** **Transaction Date: 11/15/99**

Org. Code   13100
Total Amount $1,000

Expected Results:

Verify That:
The receipt of the invoice for software is recorded into the system as follows and the payments are warehoused.

Invoice:
Document ID (Invoice)   04CM020301
Document ID (Payment)   04CM020301
Fund   0192
Goods Accepted Date   10/31/99
Invoice Received Date   10/31/99
Payment Date   11/30/99
Total Invoice $3,800.00

Obligation:
Description   Software
Document ID (Obligation)   01CM010301
Document ID (Receiving Report)   01CM020101
Org. Code   13210
Total Amount $1,000

Obligation:
Description   Software
Document ID (Obligation)   01CM010302
Document ID (Receiving Report)   01CM020102
Org. Code   13220
Total Amount $600

Obligation:
Description   Software
Document ID (Obligation)   01CM010303
Document ID (Receiving Report)   01CM020103
Org. Code   13230
Total Amount $1,200

Obligation:
Description   Software
Document ID (Obligation)   01CM010304
Document ID (Receiving Report)   01CM020104
Org. Code   13100

Execution Script
Test Steps and Expected Results

Cycle 4　　　　　　　　**TC-CM.2.3**　　　　**Transaction Date: 11/15/99**

Total Amount　　　　　　$1,000

Execution Script
Test Steps and Expected Results

Cycle 4	TC-CM.4.2	Transaction Date: 11/15/99

Record the receipt of payment for receivables established for the sale of services. Revenue is earned.

Assumptions:

None.

Dependencies:

TC-CM.4.1

Inputs:

Document ID (Receipt)	04CM040201
Fund	0192
Total Amount	$65,780.00
Amount	$18,975.97
Document ID (Bill)	03CM040101
Fund	0192
Org Code	13210
Amount	$21,504.42
Document ID (Bill)	03CM040102
Fund	0192
Org Code	13220
Amount	$25,299.61
Document ID (Bill)	03CM040103
Fund	0192
Org Code	13230

Expected Results:

Verify That:
Collections of accounts receivable are recorded to the general ledger as follows.

Organization:

Amount	$18,975.97
Document ID (Bill)	03CM040101
Fund	0192
Org Code	13210

Execution Script
Test Steps and Expected Results

Cycle 4	**TC-CM.4.2**	**Transaction Date: 11/15/99**

General Ledger Effects

2. **Doc #:** 04CM040201   **Organization:** 13210   **Object Class:**   **Direct/Reimb** R
    FY: 0   **Fund:** 0192   **Category:** C

DR Account	DR Amount	CR Account	CR Amount
4252.01 Reimb. & Oth Inc Erned-Coll	$18,975.97	4251.01 Reimb. & Oth Inc Erned-Re	$18,975.97
1020.01 SF224 Collections	$18,975.97	1310.01 A/R	$18,975.97

Organization:

Amount	$21,504.42
Document ID (Bill)	03CM040102
Fund	0192
Org Code	13220

General Ledger Effects

3. **Doc #:** 04CM040201   **Organization:** 13220   **Object Class:**   **Direct/Reimb** R
    FY: 0   **Fund:** 0192   **Category:** C

DR Account	DR Amount	CR Account	CR Amount
4252.01 Reimb. & Oth Inc Erned-Coll	$21,504.42	4251.01 Reimb. & Oth Inc Erned-Re	$21,504.42
1020.01 SF224 Collections	$21,504.42	1310.01 A/R	$21,504.42

Organization:

Amount	$25,299.61
Document ID (Bill)	03CM040103
Fund	0192
Org Code	13230

General Ledger Effects

4. **Doc #:** 04CM040201   **Organization:** 13230   **Object Class:**   **Direct/Reimb** R
    FY: 0   **Fund:** 0192   **Category:** C

DR Account	DR Amount	CR Account	CR Amount
4252.01 Reimb. & Oth Inc Erned-Coll	$25,299.61	4251.01 Reimb. & Oth Inc Erned-Re	$25,299.61
1020.01 SF224 Collections	$25,299.61	1310.01 A/R	$25,299.61

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.7.1	Transaction Date: 11/15/99

Create Treasury Schedule for payments warehoused for 11/15/99.

Assumptions:

1. Schedule number to be assigned or generated by vendor.
2. SGL entry to record disbursements in transit should be a system-generated entry requiring no manual intervention.

Dependencies:

TC-PM.6.1
TC-PM.16.1
TC-PM.8.2
TC-PM.13.2
TC-PM.2.5
TC-PM.4.4

Inputs:

Payment Date Due	11/17/99
Schedule Number	(Vendor Assigned)
Treasury Schedule Creation Date	11/15/99

Expected Results:

Verify That:
Accounts payable is reduced by the check amount and vendor records reflect a payment.

--Payment--	-- Invoice--	--Warehoused On--	--Amount--
04PM020501	04PM020101	TC-PM.2.5	45,025.00
04PM040401	04PM040101	TC-PM.4.4	10,950.00
04PM060101	04PM050101	TC-PM.6.1	1,500.00
04PM060101	04PM050201	TC-PM.6.1	500.00
04PM080202	04PM080102ABCDEFGHIJ	TC-PM.8.2	350.00
04PM130202	04PM130202	TC-PM.13.2	10,000.00
04PM160103	04PM160102	TC-PM.16.1	980.00
Note:	Payment ID is for informational purposes only		

1. Payment for Invoice: 04PM020101
General Ledger Effects

1. **Doc #:** 04PM070101   **Organization:** 11200   **Object Class:** 2610   **Direct/Reimb** D
   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$45,025.00	2120.01 Disburs-In-Transit	$45,025.00

2. Payment for Invoice: 04PM040101

Execution Script
Test Steps and Expected Results

Cycle 4 **TC-PM.7.1** **Transaction Date: 11/15/99**

General Ledger Effects

2. **Doc #:** 04PM070101 **Organization:** 11100 **Object Class:** 3110 **Direct/Reimb** D
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$10,950.00	2120.01 Disburs-In-Transit	$10,950.00

3. Payment for Invoice: 04PM050101
General Ledger Effects

3. **Doc #:** 04PM070101 **Organization:** 11100 **Object Class:** 2610 **Direct/Reimb** D
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$1,500.00	2120.01 Disburs-In-Transit	$1,500.00

4. Payment for Invoice: 04PM050201
General Ledger Effects

4. **Doc #:** 04PM070101 **Organization:** 11100 **Object Class:** 2610 **Direct/Reimb** D
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$500.00	2120.01 Disburs-In-Transit	$500.00

5. Payment for Invoice: 04PM080102ABCDEFGHIJ
General Ledger Effects

5. **Doc #:** 04PM070101 **Organization:** 11100 **Object Class:** 2610 **Direct/Reimb** D
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$350.00	2120.01 Disburs-In-Transit	$350.00

6. Payment for Invoice: 04PM130202
General Ledger Effects

6. **Doc #:** 04PM070101 **Organization:** 11200 **Object Class:** 4100 **Direct/Reimb** D
   FY: 0 **Fund:** 0202 **Category:** B

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$10,000.00	2120.01 Disburs-In-Transit	$10,000.00

7. Payment for Invoice: 04PM160102

Execution Script
Test Steps and Expected Results

Cycle 4	TC-PM.7.1	Transaction Date: 11/15/99

General Ledger Effects

7. **Doc #:** 04PM070101 **Organization:** 11100 **Object Class:** 2610 **Direct/Reimb** R

   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4901.01 Expended Auth.-Unpd.	$20.00	4610.01 Allots-Realized Rsrcs	$20.00
2120.01 Disburs-In-Transit	$20.00	6500.01 Cost of Goods Sold	$20.00
5700.01 Approps. Used	$20.00	3100.01 Unxpnd Approps.	$20.00
2110.01 A/P	$1,000.00	2120.01 Disburs-In-Transit	$1,000.00

Execution Script
Test Steps and Expected Results

Cycle 4   **TC-PM.8.5**   **Transaction Date: 11/15/99**

Inquire on discounts taken for payments included on the 11/15/99 Treasury Schedule.

Assumptions:

None.

Dependencies:

TC-PM.16.1
TC-PM.7.1

Inputs:

Payment Date Due	11/17/99
Schedule Date	11/15/99
Schedule Number	(As assigned by vender in TC-PM.7.1)

Expected Results:

Verify That:
The following discounts have been taken.

Payment:

Description of Goods	Printing
Discount	$20.00
Document ID (Invoice)	04PM160102
Document ID (Payment)	04PM160103
Payment Date Due	11/17/99

Execution Script
Test Steps and Expected Results

Cycle 4 **TC-PM.6.3** **Transaction Date: 11/15/99**

Verify that a consolidated EFT (ACH-CTX) transaction to pay multiple invoices from the same vendor for that same due date (11/17/99) is created.

Assumptions:

None.

Dependencies:

TC-PM.7.1

Inputs:

#1 Document ID (Invoice)	04PM050101
#1 Document ID (Payment)	04PM060101
#2 Document ID (Invoice)	04PM050201
#2 Document ID (Payment)	04PM160103
#3 Document ID (Invoice)	04PM160102
Bank	Citibank
Payment Method	ACH(CTX)
Total Payment Amount	$2,980
Vendor ID	V-02 (AHS, Inc.)

Expected Results:

Verify That:
A single EFT transaction is created for the following invoices.

#1 Document ID (Invoice)	04PM050101
#1 Document ID (Payment)	04PM060101
#2 Document ID (Invoice)	04PM050201
#2 Document ID (Payment)	04PM160103
#3 Document ID (Invoice)	04PM160102
Bank	Citibank
Payment Method	ACH(CTX)
Total Payment Amount	$2,980
Vendor Bank Account Type	C
Vendor Bank Accounting Number	9988877666
Vendor Bank Routing Number	889123456
Vendor ID	V-02 (AHS, Inc.)

Execution Script
Test Steps and Expected Results

Cycle 4 | **TC-PM.6.4** | **Transaction Date: 11/15/99**

Verify that an addendum contains details for multiple payments is included in the single EFT transaction. This addendum does not have to be a separate document.

Assumptions:

None.

Dependencies:

TC-PM.7.1

Inputs:

#1 Document ID (Invoice)	04PM050101
#2 Document ID (Invoice)	04PM050201
Document ID (Payment)	04PM060101 (Pencils, Paper Clips)
Total Payment Amount	$2,980
Vendor ID	V-02 (AHS, Inc.)

Expected Results:

Verify That:

A payment advice containing the following information is generated.

#1 Document ID (Invoice)	04PM050101
#2 Document ID (Invoice)	04PM050201
Document ID (Payment)	04PM060101 (Pencils, Paper Clips)
Total Payment Amount	$2,980
Vendor ID	V-02 (AHS, Inc.)

Execution Script
Test Steps and Expected Results

Cycle 5	**TC-PM.6.5**	**Transaction Date: 11/26/99**

Confirm payment by Treasury.

Assumptions:

1. Schedule number was assigned and generated in prior test step.
2. SGL entry to record disbursements in transit should be a system-generated entry requiring no manual intervention.

Dependencies:

TC-PM.7.1

Inputs:

Schedule Date	11/15/99
Schedule Number	(As generated in prior test step)
Treasury Disbursement Date	11/17/99

Expected Results:

Verify That:
The following payments are confirmed.

# Payment	Warehoused On	Amount
04PM020501	TC-PM.2.5	$45,025.00
04PM040401	TC-PM.4.4	$10,950.00
04PM060101	TC-PM.6.1	$2,000.00
04PM080202	TC-PM.8.2	$350.00
04PM130202	TC-PM.13.2	$10,000.00
04PM160103	TC-PM.16.1	$980.00

Payment 04PM160103
General Ledger Effects

1. **Doc #:** 05PM060501   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** R
   FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4901.01 Expended Auth.-Unpd.	$980.00	4902.01 Expended Auth.-Pd.	$980.00
2120.01 Disburs-In-Transit	$980.00	1021.01 SF224 Disbursements	$980.00

Payment 04PM020501

Execution Script
Test Steps and Expected Results

Cycle 5	TC-PM.6.5	Transaction Date: 11/26/99

General Ledger Effects

2. **Doc #:** 05PM060501   **Organization:** 11200   **Object Class:** 2610   **Direct/Reimb** D
    FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4901.01 Expended Auth.-Unpd.	$45,025.00	4902.01 Expended Auth.-Pd.	$45,025.00
2120.01 Disburs-In-Transit	$45,025.00	1021.01 SF224 Disbursements	$45,025.00

Payment 04PM040401
General Ledger Effects

3. **Doc #:** 05PM060501   **Organization:** 11100   **Object Class:** 3110   **Direct/Reimb** D
    FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4901.01 Expended Auth.-Unpd.	$10,950.00	4902.01 Expended Auth.-Pd.	$10,950.00
2120.01 Disburs-In-Transit	$10,950.00	1021.01 SF224 Disbursements	$10,950.00

Payment 04PM130202
General Ledger Effects

4. **Doc #:** 05PM060501   **Organization:** 11200   **Object Class:** 4100   **Direct/Reimb** D
    FY: 0   **Fund:**   0202   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
4801.01 Undel. Orders-Unpd.	$10,000.00	4802.01 Undel. Orders-Pd.	$10,000.00
2120.01 Disburs-In-Transit	$10,000.00	1021.01 SF224 Disbursements	$10,000.00

Payment 04PM080202
General Ledger Effects

5. **Doc #:** 05PM060501   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D
    FY: 0   **Fund:**   0201   **Category:**   B

DR Account	DR Amount	CR Account	CR Amount
4901.01 Expended Auth.-Unpd.	$350.00	4902.01 Expended Auth.-Pd.	$350.00
2120.01 Disburs-In-Transit	$350.00	1021.01 SF224 Disbursements	$350.00

Payment 04PM060101

Execution Script
Test Steps and Expected Results

Cycle 5	TC-PM.6.5	Transaction Date: 11/26/99

General Ledger Effects

6. **Doc #:** 05PM060501   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D

    FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4901.01 Expended Auth.-Unpd.	$2,000.00	4902.01 Expended Auth.-Pd.	$2,000.00
2120.01 Disburs-In-Transit	$2,000.00	1021.01 SF224 Disbursements	$2,000.00

Execution Script
Test Steps and Expected Results

Cycle 5 | **TC-PM.7.3** | **Transaction Date: 11/26/99**

Vendor reports that the payment was lost. Cancel the payment with Treasury. Prepare to reissue a check.

Assumptions:

1. Treasury has confirmed issuance of the payment.
2. Treasury has authorized cancellation and restored fund balances.
3. Cancelled payment will be treated as negative disbursements for SF-224 reporting
4. Vendor has requested a paper check.

Dependencies:

TC-PM.6.5
TC-PM.7.1

Inputs:

Document ID (Invoice)	04PM040101
Document ID (Obligation)	02FD050301
Document ID (Payment)	04PM040401
Invoice Received Date	10/18/99
Payment Amount	$10,950
Payment Date Due	11/30/99 (included on 11/26/99 Treasury Schedule)
Document ID (Payment)	05PM070301
Payment Number	System generated from step TC-PM.6.5

Expected Results:

Verify That:
Check amount is zero, accounts payable is re-recorded and the vendor payment record reflects an increase.

Document ID (Invoice)	04PM040101
Document ID (Obligation)	02FD050301
Document ID (Payment)	04PM040401
Invoice Received Date	10/18/99
Payment Amount	$10,950
Payment Date Due	11/30/99 (included on 11/26/99 Treasury Schedule)
Document ID (Payment)	05PM070301
Payment Number	System generated from step TC-PM.6.5

Execution Script
Test Steps and Expected Results

Cycle 5	TC-PM.7.3	Transaction Date: 11/26/99

General Ledger Effects

1. **Doc #:** 05PM070301   **Organization:** 11100   **Object Class:** 3110   **Direct/Reimb** D
   FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4902.01 Expended Auth.-Pd.	$10,950.00	4901.01 Expended Auth.-Unpd.	$10,950.00
1021.01 SF224 Disbursements	$10,950.00	2110.01 A/P	$10,950.00

Execution Script
Test Steps and Expected Results

Cycle 5   **TC-PM.10.2**   **Transaction Date: 11/26/99**

Approve and warehouse payment for inclusion on Treasury Schedule. Note payment is released after its due date.

Assumptions:

The check will be paid by treasury on 11/30/99, 8 days of interest will be included in the payment, and the interest will be calculated based on a 360-day year.

Dependencies:

TC-PM.10.1

Inputs:

Amount Due	$20,833.00
Document ID (Commitment)	02FD040103
Document ID (Invoice)	04PM100101
Document ID (Obligation)	02FD050102
Document ID (Payment)	04PM100201
Interest Rate	10%
Payment Due Date (Original)	11/22/99
Payment Release Date (Revised)	11/26/99

Expected Results:

Verify That:
The following payment is approved and warehoused for immediate payment.

Amount Due	$20,833.00
Document ID (Payment)	04PM100201
Payment Release Date (Revised)	11/26/99

Execution Script
Test Steps and Expected Results

Cycle 5	TC-PM.12.1	Transaction Date: 11/26/99

Record that the goods were returned to vendor. Receive and post a credit memo for returned paper clips. Payment for paper clips has been made and confirmed.

Assumptions:

Credit memos may be recorded as an asset or a negative payable. If recorded as negative payable, reclassification may be necessary. Budget and appropriation accounts updates with cash collections.

Dependencies:

TC-PM.5.2
TC-PM.5.4
TC-PM.7.1
TC-PM.6.5

Inputs:

Document ID (Payment)	04PM060101
Credit Memo Amount	$500.00
Document ID (Credit Memo)	05PM120101
Document ID (Invoice Paid)	04PM050201
Document ID (Obligation)	02FD050201
Invoice Receipt Date	10/18/99
Payment Amount	$500.00
Payment Date	11/17/99
Vendor ID	V-02, AHS Inc.

Expected Results:

Verify That:
The credit memo is recorded and references the obligation.

Credit Memo Amount	$500.00
Document ID (Credit Memo)	05PM120101
Document ID (Invoice Paid)	04PM050201
Document ID (Obligation)	02FD050201
Invoice Receipt Date	10/18/99
Payment Amount	$500.00
Payment Date	11/17/99

General Ledger Effects

1. **Doc #:** 05PM120101   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D
      FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$500.00	6100.01 Op. Exp./Prg. Costs	$500.00

Execution Script
Test Steps and Expected Results

Cycle 5	TC-PM.12.2	Transaction Date: 11/26/99

Apply a portion of the credit memo to offset the open payable listed below.

Assumptions:

None.

Dependencies:

TC-PM.6.1
TC-PM.15.1

Inputs:

Document ID (Obligation)	02FD050201
Document ID (Payment for Offset)	04PM060102
Payment Amount	$240.00
Schedule Date	11/26/99
Vendor ID	V-02, AHS, Inc.
Document ID (Credit Memo)	05PM120101
Remaining Receivable Amount	$260.00

Expected Results:

Verify That:
A scheduled payment is offset and removed from the schedule and the credit memo is reduced.

1.1. A scheduled payment is offset and removed from the schedule.

Document ID (Payment for Offset)	04PM060102
Payment Amount	$240.00
Schedule Date	11/26/99
Vendor ID	V-02, AHS, Inc.

General Ledger Effects

1.1.	**Doc #:** 04PM060102	**Organization:** 11100	**Object Class:** 2610	**Direct/Reimb** D
	FY: 0	**Fund:** 0201	**Category:** A	

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$240.00	1021.01 SF224 Disbursements	$240.00
4901.01 Expended Auth.-Unpd.	$240.00	4902.01 Expended Auth.-Pd.	$240.00

1.2. The credit memo is reduced.

Applied Amount	$240.00
Document ID (Credit Memo)	05PM120101
Original Amount	$500.00
Remaining Receivable Amount	$260.00
Vendor ID	V-02, AHS, Inc.

Execution Script
Test Steps and Expected Results

Cycle 5   **TC-PM.12.2**   **Transaction Date: 11/26/99**

General Ledger Effects

1.2.   **Doc #:** 05PM120101   **Organization:** 11100   **Object Class:** 2610   **Direct/Reimb** D

     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
5700.01 Approps. Used	$240.00	3100.01 Unxpnd Approps.	$240.00
4902.01 Expended Auth.-Pd.	$240.00	4610.01 Allots-Realized Rsrcs	$240.00
1021.01 SF224 Disbursements	$240.00	2110.01 A/P	$240.00

Execution Script
Test Steps and Expected Results

Cycle 5	**TC-PM.12.3**	**Transaction Date: 11/26/99**

Establish an Accounts Receivable for the remaining amount.

Assumptions:

Vendor V-02, AHS, Inc. may now need to be set up as a customer.

Dependencies:

TC-PM.12.1
TC-PM.12.2

Inputs:

Date Due	12/20/99
Debtor	V-02, AHS, Inc.
Document ID (Bill)	05PM120301
Document ID (Credit Memo)	05PM120101
Document ID (Invoice)	04PM050201
Remaining Balance (acct 1310.01)	$260.00

Expected Results:

Verify That:
There should be a remaining accounts receivable balance for the following returned goods.

Date Due	12/20/99
Debtor	V-02, AHS, Inc.
Document ID (Bill)	05PM120301
Document ID (Credit Memo)	05PM120101
Document ID (Invoice)	04PM050201
Remaining Balance (acct 1310.01)	$260.00

General Ledger Effects

1.	**Doc #:** 04PM050201	**Organization:** 11100	**Object Class:** 2610	**Direct/Reimb** D
	FY: 0	**Fund:** 0201	**Category:** A	

DR Account	DR Amount	CR Account	CR Amount
1310.01 A/R	$260.00	2110.01 A/P	$260.00

Execution Script
Test Steps and Expected Results

Cycle 5	TC-RM.11.1	Transaction Date: 11/26/99

Re-establish a receivable when a check is returned due to insufficient funds. Assess administrative fee for returned check. Query accounts receivable to ensure the bill has been re-established.

Assumptions:

None.

Dependencies:

TC-RM.8.1
TC-RM.6.3

Inputs:

Admin Charges	$15.00
Customer ID	WAYNED
Document ID (Bill)	03RM060301
Document ID (Collection)	04RM080103
Document ID (Debit Voucher)	05RM110101
Principal	350.00

Expected Results:

Verify That:

1. Receivable is re-established and administrative charges are added to the receivable.

Admin Charges	$15.00
Customer ID	WAYNED
Document ID (Bill)	03RM060301
Document ID (Collection)	04RM080103
Document ID (Debit Voucher)	05RM110101
Principal	350.00

General Ledger Effects

1. **Doc #:** 05RM110101   **Organization:** None   **Object Class:**   **Direct/Reimb** D
   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
1340.01 Int., Pen, & Admin. Recv.	$15.00	5320.01 Penalties & Fines Rev.	$15.00
4450.01 Un-apport. Auth.-Avail	$350.00	4266.01 Oth Act Colls. - Non Fed	$350.00
1310.01 A/R	$350.00	1020.01 SF224 Collections	$350.00

2. A report reflecting the re-established receivable as shown below is produced.

Admin Charges	$15.00
Customers ID	WAYNED
Principal	$350.00

Execution Script
Test Steps and Expected Results

Cycle 5	TC-RM.12.1	Transaction Date: 11/26/99

Confirm deposits for the following collection.

Assumptions:

None.

Dependencies:

TC-RM.8.4

Inputs:

1.

Amount	$100,000.00
Check Number	1000
Customer Name	Staley Corporation
Deposit Number	1
Description	Fines-Misc. Receipts
Document ID (Deposit)	05RM120101
Fund	3888

2.

Amount	$1,000.00
Check Number	5478
Customer Name	Anthony Benefactor
Deposit Number	1
Description	Gift from a citizen
Document ID (Deposit)	05RM120102
Fund	0201

Expected Results:

Verify That:
Deposits as shown below are recorded and fund balance with Treasury is increased.

1. Document ID (Deposit) 05RM120101

Amount	$100,000.00
Customer Name	Staley Corporation
Deposit Number	1

General Ledger Effects

1. **Doc #:** 05RM120101	**Organization:** None	**Object Class:**	**Direct/Reimb** N/A
FY: 0	**Fund:** 3888	**Category:** C	

DR Account	DR Amount	CR Account	CR Amount
1020.01 SF224 Collections	$100,000.00	1110.01 Un-deposited Colls.	$100,000.00

2. Document ID (Deposit) 05RM120102

Execution Script
Test Steps and Expected Results

Cycle 5 **TC-RM.12.1** **Transaction Date: 11/26/99**

Amount $1,000.00
Customer Name Anthony Benefactor
Deposit Number 1
General Ledger Effects

2. **Doc #:** 05RM120102 **Organization:** None **Object Class:** **Direct/Reimb** D
    FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
1020.01 SF224 Collections	$1,000.00	1110.01 Un-deposited Colls.	$1,000.00

Execution Script
Test Steps and Expected Results

Cycle 5   **TC-RM.13.1**   **Transaction Date: 11/26/99**

Mark account to be referred to Treasury for offset.

Assumptions:

None.

Dependencies:

TC-RM.11.1
TC-RM.6.3

Inputs:

Amount	$365.00
Customer ID	WAYNED
Customer Name	Dave Wayne
Document ID (Bill)	05RM110101

Expected Results:

Verify That:
The following record is marked as being transferred to Treasury for offset.

Amount	$365.00
Customer ID	WAYNED
Customer Name	Dave Wayne
Document ID (Bill)	05RM110101

Execution Script
Test Steps and Expected Results

Cycle 5	TC-PM.7.4	Transaction Date: 11/26/99

Create Treasury Schedule for payments warehoused for 11/24/99 - 11/26/99.

Assumptions:

1. Late payment for engineering services generates interest payment.
2. Schedule number to be assigned/generated by vendor.
3. SGL entry to record disbursements in transit should be a system-generated entry requiring no manual intervention.

Dependencies:

TC-PM.3.5
TC-PM.10.2
TC-PM.7.3
TC-CM.2.4
TC-CM.2.3
TC-PM.12.2
TC-PM.12.1
TC-PM.6.1

Inputs:

Payment Due Date	11/30/99
Schedule Number	(As assigned)
Treasury Schedule Creation Date	11/26/99

Expected Results:

Verify That:
Accounts payable is reduced by the payment amount and vendor records reflect a payment.

# Payment	Invoice #	Warehoused On	Amount
1. 04PM030202	04PM030101	TC-PM.3.5	$50,111.11
10. 04CM020401	04CM020401	TC-CM.2.4	$18,000.00
11. 04CM020401	04CM020401	TC-CM.2.4	$15,000.00
2. 04PM100201	04PM100101	TC-PM.10.2	$20,879.30
3. 04PM070101	04PM040101	TC-PM.7.3	$10,950.00
4. 04CM020301	04CM020301	TC-CM.2.3	$1,000.00
5. 04CM020301	04CM020301	TC-CM.2.3	$600.00
6. 04CM020301	04CM020301	TC-CM.2.3	$1,200.00
7. 04CM020301	04CM020301	TC-CM.2.3	$1,000.00
8. 04CM020401	04CM020401	TC-CM.2.4	$15,000.00
9. 04CM020401	04CM020401	TC-CM.2.4	$9,000.00

----

1. Payment for Invoice	04PM030101

Execution Script
Test Steps and Expected Results

Cycle 5 **TC-PM.7.4** **Transaction Date: 11/26/99**

General Ledger Effects

1. **Doc #:** 05PM070401 **Organization:** 11200 **Object Class:** 2520 **Direct/Reimb** D
    FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$111.11	5700.01 Approps. Used	$111.11
4610.01 Allots-Realized Rsrcs	$111.11	4901.01 Expended Auth.-Unpd.	$111.11
6330.01 Other Int. Exp.	$111.11	2120.01 Disburs-In-Transit	$111.11
2110.01 A/P	$50,000.00	2120.01 Disburs-In-Transit	$50,000.00

----
2. Payment for Invoice 04PM100101
General Ledger Effects

2. **Doc #:** 05PM070401 **Organization:** 11100 **Object Class:** 2520 **Direct/Reimb** D
    FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4610.01 Allots-Realized Rsrcs	$46.30	4901.01 Expended Auth.-Unpd.	$46.30
6330.01 Other Int. Exp.	$46.30	2120.01 Disburs-In-Transit	$46.30
3100.01 Unxpnd Approps.	$46.30	5700.01 Approps. Used	$46.30
2110.01 A/P	$20,833.00	2120.01 Disburs-In-Transit	$20,833.00

----
3. Payment for Invoice 04PM040101
General Ledger Effects

3. **Doc #:** 05PM070401 **Organization:** 11100 **Object Class:** 3110 **Direct/Reimb** D
    FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$10,950.00	2120.01 Disburs-In-Transit	$10,950.00

----
4. Payment for Invoice 04CM020301
General Ledger Effects

4. **Doc #:** 05PM070401 **Organization:** 13210 **Object Class:** 2610 **Direct/Reimb** R
    FY: 0 **Fund:** 0192 **Category:** C

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$1,000.00	2120.01 Disburs-In-Transit	$1,000.00

----
5. Payment for Invoice 04CM020301

Execution Script
Test Steps and Expected Results

Cycle 5 **TC-PM.7.4** **Transaction Date: 11/26/99**

General Ledger Effects

5. **Doc #:** 05PM070401 **Organization:** 13220 **Object Class:** 2610 **Direct/Reimb** R
    FY: 0 **Fund:** 0192 **Category:** C

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$600.00	2120.01 Disburs-In-Transit	$600.00

----

6. Payment for Invoice 04CM020301
General Ledger Effects

6. **Doc #:** 05PM070401 **Organization:** 13230 **Object Class:** 2610 **Direct/Reimb** R
    FY: 0 **Fund:** 0192 **Category:** C

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$1,200.00	2120.01 Disburs-In-Transit	$1,200.00

----

7. Payment for Invoice 04CM020301
General Ledger Effects

7. **Doc #:** 05PM070401 **Organization:** 13100 **Object Class:** 2610 **Direct/Reimb** R
    FY: 0 **Fund:** 0192 **Category:** C

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$1,000.00	2120.01 Disburs-In-Transit	$1,000.00

----

8. Payment for Invoice 04CM020401
General Ledger Effects

8. **Doc #:** 05PM070401 **Organization:** 13210 **Object Class:** 3112 **Direct/Reimb** R
    FY: 0 **Fund:** 0192 **Category:** C

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$15,000.00	2120.01 Disburs-In-Transit	$15,000.00

----

9. Payment for Invoice 04CM020401
General Ledger Effects

9. **Doc #:** 05PM070401 **Organization:** 13220 **Object Class:** 3112 **Direct/Reimb** R
    FY: 0 **Fund:** 0192 **Category:** C

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$9,000.00	2120.01 Disburs-In-Transit	$9,000.00

----

10. Payment for Invoice 04CM020401

Execution Script
Test Steps and Expected Results

Cycle 5   **TC-PM.7.4**   **Transaction Date: 11/26/99**

General Ledger Effects

10.   **Doc #:** 05PM070401   **Organization:** 13230   **Object Class:** 3112   **Direct/Reimb** R
      FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$18,000.00	2120.01 Disburs-In-Transit	$18,000.00

----

11. Payment for Invoice   04CM020401

General Ledger Effects

11.   **Doc #:** 05PM070401   **Organization:** 13100   **Object Class:** 3112   **Direct/Reimb** R
      FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
2110.01 A/P	$15,000.00	2120.01 Disburs-In-Transit	$15,000.00

Execution Script
Test Steps and Expected Results

Cycle 5   **TC-PM.15.1**   **Transaction Date: 11/26/99**

Review all payment activity in November. This report/query should include all payments made on 11/17/99 and scheduled on 11/26/99, as well as credit memos and payments offset.

Assumptions:

This report/query is intended to support the preparation of the SF-224.

Dependencies:

TC-PM.7.1
TC-PM.7.4
TC-PM.12.2
TC-PM.6.1

Inputs:

Transaction Date   11/99

Expected Results:

Verify That:

The following payments appear on the report:

# Payment	Warehoused On	Amount
01. 04PM060101	TC-PM.6.1	$2,000.00
02. 04PM080202	TC-PM.8.2	$350.00
03. 04PM130202	TC-PM.13.2	$10,000.00
04. 04PM030202	TC-PM.3.5	$50,111.11
05. 04PM100201	TC-PM.10.2	$20,879.30
06. 04PM070101	TC-PM.7.3	$10,950.00
07. 04CM020401 (4 transactions)	TC-CM.2.4	$57,000.00
08. 04CM020301 (4 transactions)	TC-CM.2.3	$3,800.00
09. 04PM020501	TC-PM.2.5	$45,025.00
10. 04PM160103	TC-PM.16.1	$980.00
11. 04PM040401	TC-PM.4.4	$10,950.00
11. 04PM060102 (Payment)	TC-PM.6.1	$240.00
12. 05PM120101 (Credit Memo)	TC-PM.12.1	($240.00)

Execution Script
Test Steps and Expected Results

Cycle 5   **TC-PM.15.2**   **Transaction Date: 11/26/99**

Produce the SF-224. Report should include transactions that occurred from 11/1/99 to 11/26/99.

Assumptions:

None.

Dependencies:

TC-PM.6.5
TC-PM.13.1
TC-PM.7.3
TC-PM.12.1
TC-RM.8.1
TC-RM.8.2
TC-RM.11.1
TC-RM.12.1
TC-CM.4.2

Inputs:

Report Month   11/99

Expected Results:

Verify That:
SF-224 is produced for the reporting month.
Report Month   11/99

Execution Script
Test Steps and Expected Results

Cycle 6	TC-RM.4.1	Transaction Date: 12/15/99

Record the assessment of penalties against a receivable.

Assumptions:

1. Funds to be deposited in Misc. Receipts Account (3888).
2. Penalty is to be recorded as an adjustment to the original bill.

Dependencies:

TC-RM.3.2

Inputs:

Amount	$5.00
Customer ID	TRUMANJ
Customer Name	Josephine Truman
Description	Assessment of Penalties
Document ID (Bill)	06RM040101
Fund	3888
Reference Document ID	03RM030201

Expected Results:

Verify That:
The following penalty charge increases the appropriate asset and revenue accounts.

Amount	$5.00
Customer Bill Number	system generated
Customer ID	TRUMANJ
Customer Name	Josephine Truman
Description	Assessment of Penalties
Document ID (Bill)	06RM040101
Reference Document ID	03RM030201

General Ledger Effects

1.	**Doc #:** 06RM040101	**Organization:** None	**Object Class:**	**Direct/Reimb** N/A
	FY: 0	**Fund:** 3888	**Category:** C	

DR Account	DR Amount	CR Account	CR Amount
5990.01 Collections for Others	$5.00	2980.01 Custodial Liability	$5.00
1340.01 Int., Pen, & Admin. Recv.	$5.00	5320.01 Penalties & Fines Rev.	$5.00

Execution Script
Test Steps and Expected Results

Cycle 6	TC-RM.4.2	Transaction Date: 12/15/99

Adjust customer accounts and system balances based on increase in penalty assessed.

Assumptions:

None.

Dependencies:

TC-RM.3.2

Inputs:

Contract Number	N/A
Customer ID	TRUMANJ
Customer Name	Josephine Truman
Description	Adjustment of penalties
Document ID (Bill)	06RM040101
Invoice Number	3-Admin
Total Due	$5.00

Expected Results:

Verify That:
The following customer account is increased by the amount shown in the record below.

Contract Number	N/A
Customer ID	TRUMANJ
Customer Name	Josephine Truman
Description	Adjustment of penalties
Invoice Number	3-Admin
Total Due	$5.00

General Ledger Effects

1. **Doc #:** 07RM040201   **Organization:** None   **Object Class:**   **Direct/Reimb** N/A
   FY: 0   **Fund:** 3888   **Category:** C

DR Account	DR Amount	CR Account	CR Amount
5990.01 Collections for Others	$5.00	2980.01 Custodial Liability	$5.00
1340.01 Int., Pen, & Admin. Recv.	$5.00	5320.01 Penalties & Fines Rev.	$5.00

Execution Script
Test Steps and Expected Results

Cycle 6	**TC-RM.10.3**	**Transaction Date: 12/15/99**

Produce dunning letters for all delinquent accounts as of today.

Assumptions:

1. An account is considered delinquent 1 day after the due date.
2. Accounts receivable that have been referred to Treasury should be excluded.

Dependencies:

TC-RM.3.3
TC-RM.11.1
TC-RM.3.2
TC-RM.4.1
TC-RM.4.2

Inputs:

All customer records and
accounts receivable

Expected Results:

Verify That:
Dunning letters for the overdue accounts listed below are produced.

--Total	$1,410.00
Prescott	$ 200.00
Truman	$1,210.00

Execution Script
Test Steps and Expected Results

Cycle 6　　　　　　　　　**TC-PM.11.1**　　　　　　**Transaction Date: 12/15/99**

Confirm payments by Treasury.

Assumptions:

1. Use schedule number generated in test step TC-PM.7.4.
2. SGL entry to record disbursements in transit should be a system-generated entry requiring no manual intervention.

Dependencies:

TC-PM.7.4

Inputs:

Schedule Date	11/26/99
Schedule Number	(As Generated)
Treasury Disbursement Date	11/30/99

Expected Results:

Verify That:
The following payments are confirmed.

# Payment	Warehoused On	Amount
1. 04PM030202	TC-PM.3.5	$50,111.11
2. 04PM100201	TC-PM.10.2	$20,879.30
3. 04PM070101	TC-PM.7.3	$10,950.00
4. 04CM020401 (4 transactions)	TC-CM.2.4	$57,000.00
5. 04CM020301 (4 transactions)	TC-CM.2.3	$3,800.00

----

1. 04PM030202

General Ledger Effects

1.　**Doc #:** 04PM030202　　**Organization:** 11200　　**Object Class:** 2520　　**Direct/Reimb** D
　　FY:　0　　　　　　　**Fund:**　　0201　　**Category:**　A

DR Account	DR Amount	CR Account	CR Amount
4901.01 Expended Auth.-Unpd.	$50,111.11	4902.01 Expended Auth.-Pd.	$50,111.11
2120.01 Disburs-In-Transit	$50,111.11	1021.01 SF224 Disbursements	$50,111.11

----

2. 04PM100201

Execution Script
Test Steps and Expected Results

Cycle 6	TC-PM.11.1	Transaction Date: 12/15/99

General Ledger Effects

2.   **Doc #:** 04PM100201   **Organization:** 11000   **Object Class:** 2520   **Direct/Reimb** D
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4901.01 Expended Auth.-Unpd.	$20,879.30	4902.01 Expended Auth.-Pd.	$20,879.30
2120.01 Disburs-In-Transit	$20,879.30	1021.01 SF224 Disbursements	$20,879.30

----

3. 04PM070101
General Ledger Effects

3.   **Doc #:** 04PM070101   **Organization:** 11000   **Object Class:** 3110   **Direct/Reimb** D
     FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4901.01 Expended Auth.-Unpd.	$10,950.00	4902.01 Expended Auth.-Pd.	$10,950.00
2120.01 Disburs-In-Transit	$10,950.00	1021.01 SF224 Disbursements	$10,950.00

----

4. 04CM020401-1
General Ledger Effects

4.1.   **Doc #:** 04CM020401   **Organization:** 13210   **Object Class:** 3112   **Direct/Reimb** R
       FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
4901.01 Expended Auth.-Unpd.	$15,000.00	4902.01 Expended Auth.-Pd.	$15,000.00
2120.01 Disburs-In-Transit	$15,000.00	1021.01 SF224 Disbursements	$15,000.00

----

4. 04CM020401-2
General Ledger Effects

4.2.   **Doc #:** 04CM020401   **Organization:** 13220   **Object Class:** 3112   **Direct/Reimb** R
       FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
4901.01 Expended Auth.-Unpd.	$9,000.00	4902.01 Expended Auth.-Pd.	$9,000.00
2120.01 Disburs-In-Transit	$9,000.00	1021.01 SF224 Disbursements	$9,000.00

----

4. 04CM020401-3

Execution Script
Test Steps and Expected Results

Cycle 6   **TC-PM.11.1**   **Transaction Date: 12/15/99**

General Ledger Effects

4.3.   **Doc #:** 04CM020401   **Organization:** 13230   **Object Class:** 3112   **Direct/Reimb** R
     FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
4901.01 Expended Auth.-Unpd.	$18,000.00	4902.01 Expended Auth.-Pd.	$18,000.00
2120.01 Disburs-In-Transit	$18,000.00	1021.01 SF224 Disbursements	$18,000.00

----
4. 04CM020401-4
General Ledger Effects

4.4.   **Doc #:** 04CM020401   **Organization:** 13100   **Object Class:** 3112   **Direct/Reimb** R
     FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
2120.01 Disburs-In-Transit	$15,000.00	1021.01 SF224 Disbursements	$15,000.00
4901.01 Expended Auth.-Unpd.	$15,000.00	4902.01 Expended Auth.-Pd.	$15,000.00

----
5. 04CM020301-1
General Ledger Effects

5.1.   **Doc #:** 04CM020301   **Organization:** 13210   **Object Class:** 2610   **Direct/Reimb** R
     FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
2120.01 Disburs-In-Transit	$1,000.00	1021.01 SF224 Disbursements	$1,000.00
4901.01 Expended Auth.-Unpd.	$1,000.00	4902.01 Expended Auth.-Pd.	$1,000.00

----
5. 04CM020301-2
General Ledger Effects

5.2.   **Doc #:** 04CM020301   **Organization:** 13220   **Object Class:** 2610   **Direct/Reimb** R
     FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
2120.01 Disburs-In-Transit	$600.00	1021.01 SF224 Disbursements	$600.00
4901.01 Expended Auth.-Unpd.	$600.00	4902.01 Expended Auth.-Pd.	$600.00

----
5. 04CM020301-3

Execution Script
Test Steps and Expected Results

Cycle 6   **TC-PM.11.1**   **Transaction Date: 12/15/99**

General Ledger Effects

5.3. **Doc #:** 04CM020301   **Organization:** 13230   **Object Class:** 2610   **Direct/Reimb** R

      FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
2120.01 Disburs-In-Transit	$1,200.00	1021.01 SF224 Disbursements	$1,200.00
4901.01 Expended Auth.-Unpd.	$1,200.00	4902.01 Expended Auth.-Pd.	$1,200.00

----

5. 04CM020301-4

General Ledger Effects

5.4. **Doc #:** 04CM020301   **Organization:** 13100   **Object Class:** 2610   **Direct/Reimb** R

      FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
2120.01 Disburs-In-Transit	$1,000.00	1021.01 SF224 Disbursements	$1,000.00
4901.01 Expended Auth.-Unpd.	$1,000.00	4902.01 Expended Auth.-Pd.	$1,000.00

Execution Script
Test Steps and Expected Results

Cycle 6   **TC-FD.5.12**   **Transaction Date: 12/15/99**

Record the following travel advance. Travel will begin in FY 2000 and end in FY2001.

Assumptions:

1. The travel order requesting a travel advance is the obligating document.
2. Treasury payment has been made and confirmed.
3. Treasury payment has been made and confirmed.

Dependencies:

TC-FD.3.2
TC-FD.2.1

Inputs:

Amount, Airfare	$1500.00
Amount, Lodging	$1000.00
Date, end of travel	10/05/00
Date, start of travel	9/17/00
Document ID (Travel advance)	06FD051201
Employee	Mary Traveler
Fund	0201
Object Class	2100
Org. code	11200
Travel Order	#235-00
Vendor #	V-06

Expected Results:

Verify That:
A travel advance is recorded. Travel will take place in two fiscal years.

Amount, Airfare	$1500.00
Amount, Lodging	$1000.00
Date, end of travel	10/05/00
Date, start of travel	9/17/00
Document ID (Travel advance)	06FD051201
Employee	Mary Traveler
Fund	0201
Org. code	11200
Travel Order	#235-00
Vendor #	V-06

Execution Script
Test Steps and Expected Results

Cycle 6 **TC-FD.5.12** **Transaction Date: 12/15/99**

General Ledger Effects

1. **Doc #:** 06FD051201 **Organization:** 11200 **Object Class:** 2100 **Direct/Reimb** D

    FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
1410.01 Advances To Others	$2,500.00	1021.01 SF224 Disbursements	$2,500.00
4610.01 Allots-Realized Rsrcs	$2,500.00	4802.01 Undel. Orders-Pd.	$2,500.00

Execution Script
Test Steps and Expected Results

Cycle 6	**TC-RM.4.5**	**Transaction Date: 12/15/99**

Query the system for the history of accounts receivable transactions by customer for the current fiscal year and produce report.

Assumptions:

None.

Dependencies:

TC-RM.3.2
TC-RM.3.3
TC-RM.11.1
TC-RM.1.4
TC-RM.2.2
TC-RM.3.4
TC-RM.3.1
TC-CM.4.1

Inputs:

All Funds
Fiscal Year 1999

Expected Results:

Verify That:
A report provides a history of accounts receivable transactions for the following customers.
AHS Inc.
David Wayne
Josephine Truman
USDACOMM
USDANFC
William Prescott

Execution Script
Test Steps and Expected Results

Cycle 6	TC-RM.7.1	Transaction Date: 12/15/99

Record administrative fee for claim specified in the supplied data.

Assumptions:

Administrative fee is to be recorded as an adjustment to the original bill.

Dependencies:

TC-RM.3.3

Inputs:

Admin Charges	$20.00
Customer ID	PRESCOTW
Customer Name	William Prescott
Description	Assessment of admin charges
Document ID (Bill)	06RM070101
Dunning Notice	12/15/99
Installment Due Date	11/15/99
Installment Payment Due	$200.00
Reference DOC ID	02RM030301

Expected Results:

Verify That:

An accounts receivable increase and an increase to the applicable customer record is posted with the following information.

Admin Charges	$20.00
Customer ID	PRESCOTW
Customer Name	William Prescott
Description	Assessment of admin charges
Dunning Notice	12/15/99
Installment Due Date	11/15/99
Installment Payment Due	$200.00
Reference DOC ID	02RM030301

General Ledger Effects

1. **Doc #:** 06RM070101 **Organization:** None **Object Class:** **Direct/Reimb** D
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
1340.01 Int., Pen, & Admin. Recv.	$20.00	5320.01 Penalties & Fines Rev.	$20.00
4060.01 Ant. Colls-Non Fed	$20.00	4450.01 Un-apport. Auth.-Avail	$20.00

Execution Script
Test Steps and Expected Results

Cycle 6	**TC-RM.7.2**	**Transaction Date: 12/15/99**

Develop payment schedule to pay off claim in TC-RM.7.1 over 10 months. Amortize the principal plus administrative fees equally. This case will require reversal of the original account receivable and establishment of the new account receivable.

Assumptions:

1. The agency agreed to spread the payments over ten months instead of five.
2. First payment due date under the revised schedule is 12/15/99.
3. Revenue and fees are recorded when billed.

Dependencies:

TC-RM.7.1
TC-RM.3.3

Inputs:

Admin. Charges	$20.00
Customer	William Prescott
Customer ID	PRESCOTW
Description	Lease of Government owned property and admin charges
Document ID (New Bill)	06RM070202
Document ID (Reversal)	06RM070201
First Due Date	12/15/99
Installment Amount	$102.00
Last Due Date	09/15/00
Number of Installment	10
Principal	$1,000
Ref Document ID (Admin. Fee)	06RM070101
Ref Document ID (Principal)	02RM030301
Total Amount	$1,020

Expected Results:

Verify That:
Three accounting transactions are generated as a result of the new payment terms for the following customer:

Admin. Charges	$20.00
Customer	William Prescott
Customer ID	PRESCOTW
Description	Lease of Government owned property and admin charges
Document ID (New Bill)	06RM070202
Document ID (Reversal)	06RM070201
First Due Date	12/15/99
Installment Amount	$102.00
Last Due Date	09/15/00
Number of Installment	10

Execution Script
Test Steps and Expected Results

Cycle 6   **TC-RM.7.2**   **Transaction Date: 12/15/99**

Principal $1,000
Ref Document ID (Admin. Fee)   06RM070101
Ref Document ID (Principal)   02RM030301
Total Amount $1,020

1.1 The original account receivable has been reversed.

General Ledger Effects

1.1. **Doc #:** 04RM070201   **Organization:** None   **Object Class:**   **Direct/Reimb** D
      FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
5900.01 Other Revenue	$200.00	1310.01 A/R	$200.00
4450.01 Un-apport. Auth.-Avail	$200.00	4060.01 Ant. Colls-Non Fed	$200.00

1.2. Administrative fee has been reversed.

General Ledger Effects

1.2. **Doc #:** 04RM070201   **Organization:** None   **Object Class:**   **Direct/Reimb** D
      FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4450.01 Un-apport. Auth.-Avail	$20.00	4060.01 Ant. Colls-Non Fed	$20.00
5320.01 Penalties & Fines Rev.	$20.00	1340.01 Int., Pen, & Admin. Recv.	$20.00

1.3. A new recurring account receivable has been established.

General Ledger Effects

1.3. **Doc #:** 04RM070202   **Organization:** None   **Object Class:**   **Direct/Reimb** D
      FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
1340.01 Int., Pen, & Admin. Recv.	$2.00	5320.01 Penalties & Fines Rev.	$2.00
1310.01 A/R	$100.00	5900.01 Other Revenue	$100.00
4060.01 Ant. Colls-Non Fed	$102.00	4450.01 Un-apport. Auth.-Avail	$102.00

Execution Script
Test Steps and Expected Results

Cycle 6	TC-RM.9.1	Transaction Date: 12/15/99

Reverse administrative charges.

Assumptions:

1. Agency decided to absorb collection fee.
2. No allowance account established previously.
3. Assessment of interest on this account has been waived.

Dependencies:

TC-RM.6.3
TC-RM.8.1
TC-RM.11.1

Inputs:

Amount Reversed	$15.00
Customer ID	WAYNED
Document ID (Receivable)	05RM110101
Document ID (Reversal)	06RM090101

Expected Results:

Verify That:
Administrative revenue and the customer account receivable have been reduced by the amount of the reversal.

Amount Reversed	$15.00
Customer ID	WAYNED

General Ledger Effects

1. **Doc #:** 06RM090101   **Organization:** None   **Object Class:**   **Direct/Reimb** D

   FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
5329.01 Contra Rev.-Penlts & Fines	$15.00	1340.01 Int., Pen, & Admin. Recv.	$15.00

Execution Script
Test Steps and Expected Results

Cycle 6	TC-RM.9.2	Transaction Date: 12/15/99

Record, apply, and deposit payment of penalty charges and principal to receivables.

Assumptions:

None.

Dependencies:

TC-RM.3.2
TC-RM.4.1
TC-RM.4.2

Inputs:

1. Penalty Charges	$10.00
2. Principal Amount	$1,200.00
Customer ID	TRUMANJ
Document ID (Bill)	03RM030201
Document ID (Penalty)	06RM040101
Fund	3888

Expected Results:

Verify That:
The penalty and principal for the customer account is decreased by the amount of the payment received.

1. Penalty Charges	$10.00
2. Principal Amount	$1,200.00
Customer ID	TRUMANJ
Document ID (Bill)	03RM030201
Document ID (Penalty)	06RM040101
Fund	3888

General Ledger Effects

1. **Doc #:** 06RM090201 **Organization:** None **Object Class:** **Direct/Reimb** N/A
   FY: 0 **Fund:** 3888 **Category:** C

DR Account	DR Amount	CR Account	CR Amount
1020.01 SF224 Collections	$10.00	1340.01 Int., Pen, & Admin. Recv.	$10.00
1020.01 SF224 Collections	$1,200.00	1310.01 A/R	$1,200.00

Execution Script
Test Steps and Expected Results

Cycle 6	TC-RM.9.3	Transaction Date: 12/15/99

Write off the entire claim for the receivable for the lease payments and produce a report of claims that have been fully or partially written off.

Assumptions:

Agency terminated the lease for the convenience of the Government and is writing off the billed portion of the receivable.

Dependencies:

TC-RM.7.1
TC-RM.3.3
TC-RM.7.2

Inputs:

Amount Written Off	$102.00
Customer ID	PRESCOTTW
Description	Lease of government-owned property and admin fees
Document ID (Lease A/R)	06RM070201
Document ID (Write Off)	06RM090301

Expected Results:

Verify That:
The customer account and the receivable have been reduced and all future billings have been cancelled. The report produced indicates the appropriate receivable has been written off and that the receivable has been reduced.

Amount Written Off	$102.00
Customer ID	PRESCOTTW
Description	Lease of government-owned property and admin fees
Document ID (Lease A/R)	06RM070201
Document ID (Write Off)	06RM090301

General Ledger Effects

1. **Doc #:** 06RM090301 **Organization:** None **Object Class:** **Direct/Reimb** D
   FY: 0 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
6720.01 Bad Debt Exp.	$2.00	1340.01 Int., Pen, & Admin. Recv.	$2.00
6720.01 Bad Debt Exp.	$100.00	1310.01 A/R	$100.00
4450.01 Un-apport. Auth.-Avail	$102.00	4060.01 Ant. Colls-Non Fed	$102.00

Execution Script
Test Steps and Expected Results

Cycle 6   **TC-RM.10.1**   **Transaction Date: 12/15/99**

Generate an aging report which identifies all outstanding accounts receivable.

Assumptions:

Aging is from date due.

Dependencies:

TC-PM.16.1
TC-RM.6.3
RC-RM.11.1
TC-RM.3.1
TC-RM.1.4
TC-RM.2.2
TC-RM.3.4
TC-RM.5.1
TC-RM.4.3
TC-PM.12.3

Inputs:

Aging Categories	Under 30 days; 30-59; 60-90; over 90.
Customers	All federal and non-federal.
Fund	0201

Expected Results:

Verify That:

A receivables aging report reflecting the following receivables and balances due is produced.

1.	USDACOMM	01RM030101	under 30 days	$12,000.00
2.	USDACOMM	02RM050101	30-59 days	$340.00
3.	WAYNED	03RM060301	30-59 days	$350.00
4.	AHS, Inc.	05PM120301	under 30 days	$260.00
5.	USDACOMM	02RM020201	under 30 days	$24,500.00
6.	USDACOMM	04PM160104	under 30 days	$980.00

Execution Script
Test Steps and Expected Results

Cycle 6	**TC-RM.10.2**	**Transaction Date: 12/15/99**

Produce a report of all cash collections not associated with accounts receivable.

Assumptions:

None.

Dependencies:

None.

Inputs:

--Fund   0201; 3888

Expected Results:

Verify That:
A report showing the following activity is produced.
--Fund   0201; 3888

--Name	Date	Amount	Fund
1. A. Benefactor	11/15/99	$1,000.00	0201
2. Staley Corp.	11/15/99	$100,000.00	3888

Execution Script
Test Steps and Expected Results

Cycle 6   **TC-PM.15.3**   **Transaction Date: 12/15/99**

Query the system to obtain a listing of payments made to determine whether the vendor V-05 requires a 1099MISC. Produce a report of the information needed to produce the appropriate IRS 1099.

Assumptions:

This subscription is considered a service.

Dependencies:

TC-PM.13.1

Inputs:

Calendar Year	1999
Vendor	Donald Baker
Vendor ID	V-05

Expected Results:

Verify That:

1. A listing of payments is provided.

Business Organization	Sole Proprietor
Calendar Year	1999
Payment Amount	$3,000.00
Vendor	Donald Baker
Vendor ID	V-05
Vendor Name	Donald Baker

2. The information needed to generate the standard 1099-MISC report is provided. This includes TIN and payee type (sole proprietor).

Calendar Year	1999
TIN	987-12-4567
Total Payment	$3,000.00
Vendor ID	V-05
Vendor Name	Donald Baker

Execution Script
Test Steps and Expected Results

Cycle 6	TC-RM.10.4	Transaction Date: 12/15/99

Create a 1099-C for the total written off for the bill specified in the test data.

Assumptions:

1. There is no threshold for producing the 1099-C.

Dependencies:

TC-RM.9.3

Inputs:

Calendar Year	1999
Customer	PRESCOTW
Document ID	06RM090301

Expected Results:

Verify That:

A Form 1099-C with the following information is produced:

Address	3321 Maple Avenue, Fairfax, VA 22030
Amount Cancelled	$102.00
Date Cancelled	12/15/99
Debt Description	Property Lease
Debtor's ID Number	517-70-1612
Debtor's Name	William Prescott
Interest	$0.00

Execution Script
Test Steps and Expected Results

Cycle 6   **TC-CF.1.1**   **Transaction Date: 12/15/99**

Redefine the size of an accounting classification code by adding a program code field and verify the effect of the change throughout the system.

Assumptions:

A link is to be established between the organization code and the program code.

Dependencies:

Inputs:

Fund	0201
Object Class	1110
Org Code	13400
Program Code	1001

Expected Results:

Verify That:

The accounting classification code now includes a program code.

Fund	0201
Object Class	1110
Org Code	13400
Program Code	1001

Execution Script
Test Steps and Expected Results

Cycle 6 | **TC-CF.1.2** | **Transaction Date: 12/15/99**

Inactivate the organization identified in the data supplied.

Assumptions:

None.

Dependencies:

Inputs:

Org Code   13400

Expected Results:

Verify That:
The following organization is inactive.
Org Code   13400

Execution Script
Test Steps and Expected Results

Cycle 6   **TC-CF.1.3**   **Transaction Date: 12/15/99**

Query the system for all organizations within ALC 0000001.

Assumptions:

None.

Dependencies:

Inputs:

--

Expected Results:

Verify That:

A report is produced listing organizations with an ALC of 0000001.

--

Execution Script
Test Steps and Expected Results

Cycle 6   **TC-CF.3.1**   **Transaction Date: 12/15/99**

Enter a duplicate transaction. This transaction was initially entered several days ago.

Assumptions:

None.

Dependencies:

TC-RM.8.1

Inputs:

1. Enter the following transaction:

Amount	$500.00
Contract #	P-121932-1999
Customer Name	USDACOMM
Description	Receipts for Services
Document ID (Collection)	04RM080102
Order Number	2

Expected Results:

Verify That:
The following transaction was prevented from duplicate entry.

Amount	$500.00
Contract #	P-121932-1999
Customer Name	USDACOMM
Description	Receipts for Services
Order Number	2

Execution Script
Test Steps and Expected Results

Cycle 6   **TC-CF.4.1**   **Transaction Date: 12/15/99**

Produce a transaction history report for selected transactions.

Assumptions:

None.

Dependencies:

TC-PM.5.1
TC-PM.5.2
TC-PM.16.1
TC-PM.3.1

Inputs:

1. Select the following Invoices:

Document ID (Invoice)   04PM050101, 04PM050201, 04PM030101, 04PM160102
Document ID (Invoice)

Expected Results:

Verify That:

A report showing the detail of the invoices shown below is produced.

Document ID (Invoice)   04PM050101, 04PM050201, 04PM030101, 04PM160102
Document ID (Invoice)

Execution Script
Test Steps and Expected Results

Cycle 6   **TC-CF.4.2**   **Transaction Date: 12/15/99**

Modify a vendor type.

Assumptions:

Vendor now requires a W-2 instead of a 1099MISC.

Dependencies:

None.

Inputs:

From IRS Reporting	1099MISC
From Vendor Type	Non-Government
To IRS Reporting	W-2
To Vendor Type	Employee
Vendor Name	Donald Baker

Expected Results:

Verify That:
Vendor type is changed from non-government to employee. IRS reporting is changed from 1099MISC to W-2.

Vendor Name   Donald Baker

Execution Script
Test Steps and Expected Results

Cycle 6 **TC-CF.4.5** **Transaction Date: 12/15/99**

Produce a report of vendors with no activity for the current fiscal year. Select the vendor shown below from the reported outputs and purge from the system.

Assumptions:

1. This test case applies to vendors only.
2. An inactive vendor is defined for the purpose of this test as a vendor with no purchasing activity for any of its related addresses.

Dependencies:

None.

Inputs:

1. Criteria for report Vendors with no purchasing transactions during Fiscal Year 2000
2. Mark for purge Vendor Name Todd Zuper

Expected Results:

Verify That:

The following vendors are included in the "vendors with no purchases" report and one vendor is marked for purge from the system.

1. Vendor Report Ellen Mills
  Todd Zuper
2. Marked for Purge Todd Zuper

Execution Script
Test Steps and Expected Results

Cycle 7   **TC-RM.13.2**   **Transaction Date: 03/1/01**

Record collection of proceeds from customer account offset by Treasury and the payment of associated fees to Treasury.

Assumptions:

1. The agency decided to absorb the collection fee.
2. Treasury was advised by agency that receivable due was reduced to $350.00
3. This transaction is recorded in fiscal year 2000 to a pre-closing accounting period for fiscal year 2000.

Dependencies:

TC-RM.6.3
TC-RM.11.1
TC-RM.8.1
TC-RM.9.1
TC-RM.13.1

Inputs:

Customer ID	WAYNED
Customer Name	Dave Wayne
Date Due	11/15/99
Date Transferred to FMS Treas	12/15/99
Object Class	2520
Org. Code	10000

1. Collection

Document ID (Collection)	07RM130201
Total Collected by Treasury	350.00

2. No Check Disbursement

Document ID (Non-check disbursement)	07RM130202
Treasury Fees Withheld	$12.00

Expected Results:

Verify That:
Collection and payment of fees are recorded for the following customer.

Customer ID	WAYNED
Customer Name	Dave Wayne
Date Due	11/15/99
Date Transferred to FMS Treas	12/15/99
Object Class	2520
Org. Code	10000

1. Collection:

Document ID (Collection)	07RM130201

Execution Script
Test Steps and Expected Results

Cycle 7   **TC-RM.13.2**   **Transaction Date: 03/1/01**

Total Collected by Treasury   350.00
General Ledger Effects

1. **Doc #:** 07RM130201   **Organization:** 10000   **Object Class:** 2520   **Direct/Reimb** D
    FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
1020.01 SF224 Collections	$350.00	1310.01 A/R	$350.00
4266.01 Oth Act Colls. - Non Fed	$350.00	4450.01 Un-apport. Auth.-Avail	$350.00

2. No-Check Disbursement:

Document ID (Non-check disbursement)	07RM130202
Treasury Fees Withheld	$12.00

General Ledger Effects

2. **Doc #:** 07RM130202   **Organization:** 10000   **Object Class:** 2520   **Direct/Reimb** D
    FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$12.00	5700.01 Approps. Used	$12.00
4610.01 Allots-Realized Rsrcs	$12.00	4902.01 Expended Auth.-Pd.	$12.00
6100.01 Op. Exp./Prg. Costs	$12.00	1021.01 SF224 Disbursements	$12.00

Execution Script
Test Steps and Expected Results

Cycle 7	TC-FD.1.10	Transaction Date: 03/1/01

Record an appropriation for FY 2001. The entire $50,000.00 should be warranted and apportioned to the first quarter for org code 10000, then allotted to org code 11100.

Assumptions:

None.

Dependencies:

None. This is the initial FY 2001 transaction.

Inputs:

Direct/Reimb.	D
Document ID (fund)	07FD011001
Expiration date	9/30/01
Fund	0201
Public Law #	206-030
Total Amount	$50,000.00
Apportionment Category	A
Apportionment Org.	10000
Document ID (apportionment)	07FD011003
Document ID (warrant)	07FD011002
Allotment Org.	11200
Document ID (allotment)	07FD011004

Expected Results:

Verify That:
1. An annual appropriation is recorded for FY 2001.

Expiration date	9/30/01
Public Law #	206-030

General Ledger Effects

1. **Doc #:** 07FD011001   **Organization:** 10000   **Object Class:**   **Direct/Reimb** D
   FY: 1   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4119.01 Oth. Approp. Realized	$50,000.00	4450.01 Un-apport. Auth.-Avail	$50,000.00

2. An apportionment is recorded.

-

Execution Script
Test Steps and Expected Results

Cycle 7 **TC-FD.1.10** **Transaction Date: 03/1/01**

General Ledger Effects

2. **Doc #:** 07FD011003 **Organization:** 10000 **Object Class:** **Direct/Reimb** D
    FY: 1 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4450.01 Un-apport. Auth.-Avail	$50,000.00	4510.01 Apportionments	$50,000.00

3. The warrant is received and recorded.

-

General Ledger Effects

3. **Doc #:** 07FD011002 **Organization:** 10000 **Object Class:** **Direct/Reimb** D
    FY: 1 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
1010.01 Fund Bal w/ Treasury	$50,000.00	3100.01 Unxpnd Approps.	$50,000.00

4. The allotment is recorded for org code 11200.

-

General Ledger Effects

4. **Doc #:** 07FD011004 **Organization:** 11200 **Object Class:** **Direct/Reimb** D
    FY: 1 **Fund:** 0201 **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4510.01 Apportionments	$50,000.00	4610.01 Allots-Realized Rsrcs	$50,000.00

Execution Script
Test Steps and Expected Results

Cycle 7   **TC-FD.6.3**   **Transaction Date: 03/1/01**

Apply the following travel advance and reimburse the traveler for authorized expenses.

Assumptions:

1. Estimated expenses were not accrued at the end of FY2000.
2. Travel voucher is paid on 3/01/01. Actual cost of trip was $2,100.
3. Traveler repaid remainder of the advance.
4. Books are open for both fiscal year 2000 and fiscal year 2001.
5. Transactions for fiscal year 2000 are to be recorded to a pre-closing period in fiscal year 2000 (i.e. period 13).
6. Transactions for fiscal year 2001 are to be posted to the current fiscal month (period 6 or March 2001) of fiscal year 2001.
7. The cash transfer between appropriations will be entered on the SF-224.

Dependencies:

TC-FD.5.12

Inputs:

Actual amount, airfare	$1100.00
Actual amount, lodging	$1000.00
Document ID (advance)	06FD051201
Document ID (FY00 expense)	07FD060301
Document ID (FY00 repay.)	07FD060302
Document ID (FY01 expense)	07FD060303
Document ID (FY01 liq.)	07FD060304
Employee	Mary Traveler
Vendor #	V-06
Fiscal Year 2000	
Lodging amount	$695
Travel amount	$1,100.00
Fiscal Year 2001	
Lodging amount	$305

Expected Results:

Verify That:
1. Fiscal Year 2000 expenses in the amount below are applied against the travel advance.

Lodging amount	$695
Travel amount	$1,100.00

Execution Script
Test Steps and Expected Results

Cycle 7	**TC-FD.6.3**	**Transaction Date: 03/1/01**

General Ledger Effects

1.   **Doc #:** 07FD060301   **Organization:** 11200   **Object Class:** 2100   **Direct/Reimb** D
       FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
3100.01 Unxpnd Approps.	$1,795.00	5700.01 Approps. Used	$1,795.00
6100.01 Op. Exp./Prg. Costs	$1,795.00	1410.01 Advances To Others	$1,795.00
4802.01 Undel. Orders-Pd.	$1,795.00	4902.01 Expended Auth.-Pd.	$1,795.00

2. Traveler repays monies owed and the remaining advance is reduced by $400.00.

-

General Ledger Effects

2.   **Doc #:** 07FD060302   **Organization:** 11200   **Object Class:** 2100   **Direct/Reimb** D
       FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4802.01 Undel. Orders-Pd.	$400.00	4610.01 Allots-Realized Rsrcs	$400.00
1020.01 SF224 Collections	$400.00	1410.01 Advances To Others	$400.00

3. Fiscal Year 2001 expenses are recorded for the amount below and the budgetary and proprietary accounts are updated.

Lodging amount $305

General Ledger Effects

3.   **Doc #:** 07FD060303   **Organization:** 11200   **Object Class:** 2100   **Direct/Reimb** D
       FY: 1   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
6100.01 Op. Exp./Prg. Costs	$305.00	1021.01 SF224 Disbursements	$305.00
3100.01 Unxpnd Approps.	$305.00	5700.01 Approps. Used	$305.00
4610.01 Allots-Realized Rsrcs	$305.00	4902.01 Expended Auth.-Pd.	$305.00

4. The collection of $305.00 from the Fiscal Year 2001 appropriation is recorded in the Fiscal Year 2000 appropriation and the advance is fully liquidated.

Advance Amount $305

General Ledger Effects

4.   **Doc #:** 07FD060304   **Organization:** 11200   **Object Class:** 2100   **Direct/Reimb** D
       FY: 0   **Fund:**   0201   **Category:**   A

DR Account	DR Amount	CR Account	CR Amount
4802.01 Undel. Orders-Pd.	$305.00	4610.01 Allots-Realized Rsrcs	$305.00
1020.01 SF224 Collections	$305.00	1410.01 Advances To Others	$305.00

Execution Script
Test Steps and Expected Results

Cycle 7	TC-FD.7.4	Transaction Date: 03/1/01

Warehouse a second payment to a grantee.

Assumptions:

1. This transaction is recorded in fiscal year 2000 to a pre-closing accounting period for fiscal year 2000.

Dependencies:

TC-FD.7.2

Inputs:

Amount	$5000.00
Category	B
Document ID (Grant)	02FD070201
Document ID (Payment)	07FD070401
Fund	0202
Object Class	4100
Organization	11200
Recipient ID	Rec-01

Expected Results:

Verify That:

A payment is warehoused. The system tracks both year-to-date and award-to-date information.

Amount	$5000.00
Amount, award to date	$15,000.00
Amount, year to date	$5,000.00
Document ID (Grant)	02FD070201
Document ID (payment 1)	04PM130202
Recipient ID	Rec-01

General Ledger Effects

1. **Doc #:** 07FD070401   **Organization:** 11200   **Object Class:** 4100   **Direct/Reimb** D
   FY: 0   **Fund:** 0202   **Category:** B

DR Account	DR Amount	CR Account	CR Amount
1410.01 Advances To Others	$5,000.00	2110.01 A/P	$5,000.00

Execution Script
Test Steps and Expected Results

Cycle 7 **TC-R.2.1** **Transaction Date: 03/1/01**

Print an SF 133, Report on Budget Execution and produce an electronic file in the proper format specified by the Treasury Department.

Assumptions:

1. This is a prelminary SF133 report.
2. OMB approval has been obtained for using line 14b2.

Dependencies:

Inputs:

Fund	0201
Period of time	FY 2000
Report Name	SF-133
Values	Provided separately

Expected Results:

Verify That:
Print an SF 133, Report on Budget Execution, and produce an electronic file in the proper format.

Fund	0201
Period of time	FY 2000
Report Name	SF-133
Values	Provided separately

Execution Script
Test Steps and Expected Results

Cycle 7   **TC-R.2.2**   **Transaction Date: 03/1/01**

Produce a Federal Agencies Centralized Trial Balance I (FACTSI) report in an electronic file in the format specified by the Treasury Department.

Assumptions:

None.

Dependencies:

Inputs:

Period of time	FY 2000
Report Name	FACTS I
Values	Provided separately

Expected Results:

Verify That:

Produce a Federal Agencies Centralized Trial Balance I (FACTSI) report in an electronic file in the proper format.

Period of time	FY 2000
Report Name	FACTS I
Values	Provided separately

Execution Script
Test Steps and Expected Results

Cycle 7   **TC-SGL.1.2**   **Transaction Date: 03/1/01**

Prepare a year-end pre-closing trial balance.

Assumptions:

None.

Dependencies:

Inputs:

None

Expected Results:

Verify That:
A preliminary trial balance is produced.
See attached closing entries (Cycle
8)

Execution Script
Test Steps and Expected Results

Cycle 7	TC-SGL.1.3	Transaction Date: 03/1/01

Prepare a year-end close and roll appropriate balances forward to new year.

Assumptions:

Closing Accounts will be provided.

Dependencies:

Inputs:

None

Expected Results:

Verify That:
The pre-closing SGL entries (as provided) are generated.
Fund 0192
General Ledger Effects

1. **Doc #:** 07SGL010301   **Organization:** None   **Object Class:**   **Direct/Reimb** R
   FY: 0   **Fund:**   0192   **Category:**   C

DR Account	DR Amount	CR Account	CR Amount
5200.01 Rev. Srvcs Provided	$950.00	6710.01 Deprec., Amort., & Deplet.	$950.00
5200.01 Rev. Srvcs Provided	$2,530.00	3310.01 Cum. Results of Ops	$2,530.00
4902.01 Expended Auth.-Pd.	$53,520.00	4201.01 Tot Act. Resrces-Coll.	$53,520.00
1021.01 SF224 Disbursements	$53,520.00	1010.01 Fund Bal w/ Treasury	$53,520.00
4901.01 Expended Auth.-Unpd.	$58,500.00	4902.01 Expended Auth.-Pd.	$58,500.00
2210.01 Accrd Funded Payroll & Ben	$58,500.00	1021.01 SF224 Disbursements	$58,500.00
5200.01 Rev. Srvcs Provided	$62,300.00	6500.01 Cost of Goods Sold	$62,300.00
4902.01 Expended Auth.-Pd.	$65,780.00	4252.01 Reimb. & Oth Inc Erned-C	$65,780.00
1021.01 SF224 Disbursements	$65,780.00	1020.01 SF224 Collections	$65,780.00
5700.01 Approps. Used	$119,300.00	3100.01 Unxpnd Approps.	$119,300.00

Fund 0201

Execution Script
Test Steps and Expected Results

Cycle 7	TC-SGL.1.3	Transaction Date: 03/1/01

General Ledger Effects

2. **Doc #:** 07SGL010302   **Organization:** None   **Object Class:**   **Direct/Reimb** D
    FY: 0   **Fund:** 0201   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
3310.01 Cum. Results of Ops	$15.00	5329.01 Contra Rev.-Penlts & Fines	$15.00
5320.01 Penalties & Fines Rev.	$17.00	3310.01 Cum. Results of Ops	$17.00
5900.01 Other Revenue	$100.00	3310.01 Cum. Results of Ops	$100.00
3310.01 Cum. Results of Ops	$102.00	6720.01 Bad Debt Exp.	$102.00
3310.01 Cum. Results of Ops	$157.41	6330.01 Other Int. Exp.	$157.41
3310.01 Cum. Results of Ops	$980.00	6500.01 Cost of Goods Sold	$980.00
5600.01 Donated Rev.-Fin Resrces	$1,000.00	3310.01 Cum. Results of Ops	$1,000.00
4902.01 Expended Auth.-Pd.	$1,350.00	4266.01 Oth Act Colls. - Non Fed	$1,350.00
4450.01 Un-apport. Auth.-Avail	$1,350.00	4650.01 Allots-Exp. Auth.	$1,350.00
4802.01 Undel. Orders-Pd.	$2,000.00	4902.01 Expended Auth.-Pd.	$2,000.00
6100.01 Op. Exp./Prg. Costs	$2,000.00	1450.01 Prepayments	$2,000.00
2310.01 Adv. From Others	$4,500.00	1310.01 A/R	$4,500.00
4221.01 Unfild Cust Ordrs w/o Adv.	$4,500.00	4222.01 Unfild Cust Ordrs w/ Adv.	$4,500.00
4252.01 Reimb. & Oth Inc Erned-Coll	$4,500.00	4251.01 Reimb. & Oth Inc Erned-Re	$4,500.00
2120.01 Disburs-In-Transit	$7,100.00	1021.01 SF224 Disbursements	$7,100.00
4902.01 Expended Auth.-Pd.	$7,192.00	4252.01 Reimb. & Oth Inc Erned-C	$7,192.00
6100.01 Op. Exp./Prg. Costs	$9,000.00	1021.01 SF224 Disbursements	$9,000.00
4801.01 Undel. Orders-Unpd.	$9,000.00	4902.01 Expended Auth.-Pd.	$9,000.00
1021.01 SF224 Disbursements	$9,247.00	1020.01 SF224 Collections	$9,247.00
3100.01 Unxpnd Approps.	$11,000.00	5700.01 Approps. Used	$11,000.00
2110.01 A/P	$20,650.00	1021.01 SF224 Disbursements	$20,650.00
4901.01 Expended Auth.-Unpd.	$27,750.00	4902.01 Expended Auth.-Pd.	$27,750.00
5200.01 Rev. Srvcs Provided	$40,862.00	3310.01 Cum. Results of Ops	$40,862.00
4201.01 Tot Act. Resrces-Coll.	$86,689.59	4170.01 Transfers-CY Authority	$86,689.59
4610.01 Allots-Realized Rsrcs	$109,488.00	4221.01 Unfild Cust Ordrs w/o Adv.	$109,488.00
3310.01 Cum. Results of Ops	$159,505.00	6100.01 Op. Exp./Prg. Costs	$159,505.00
1021.01 SF224 Disbursements	$163,310.41	1010.01 Fund Bal w/ Treasury	$163,310.41
4902.01 Expended Auth.-Pd.	$163,310.41	4170.01 Transfers-CY Authority	$163,310.41
5700.01 Approps. Used	$171,852.41	3310.01 Cum. Results of Ops	$171,852.41
4700.01 Commitments	$236,667.00	4610.01 Allots-Realized Rsrcs	$236,667.00
4590.01 Apport.-Unavailable	$450,000.00	4210.01 Anticip Reimbs. & Oth Inc	$450,000.00
4510.01 Apportionments	$6,250,000.00	4650.01 Allots-Exp. Auth.	$6,250,000.00
4610.01 Allots-Realized Rsrcs	$10,003,659.59	4650.01 Allots-Exp. Auth.	$10,003,659.59
4590.01 Apport.-Unavailable	$33,750,000.00	4650.01 Allots-Exp. Auth.	$33,750,000.00
4201.01 Tot Act. Resrces-Coll.	$50,000,000.00	4119.01 Oth. Approp. Realized	$50,000,000.00

Execution Script
Test Steps and Expected Results

Cycle 7	TC-SGL.1.3	Transaction Date: 03/1/01

Fund 0202
General Ledger Effects

3. **Doc #:** 07SGL010303   **Organization:** NTCone   **Object Class:**   **Direct/Reimb** D
   FY: 0   **Fund:** 0202   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
1021.01 SF224 Disbursements	$10,000.00	1010.01 Fund Bal w/ Treasury	$10,000.00
4392.01 Rescissions - Current Yr	$250,000.00	4119.01 Oth. Approp. Realized	$250,000.00
4170.01 Transfers-CY Authority	$250,000.00	4119.01 Oth. Approp. Realized	$250,000.00
4610.01 Allots-Realized Rsrcs	$6,985,000.00	4450.01 Un-apport. Auth.-Avail	$6,985,000.00
4201.01 Tot Act. Resrces-Coll.	$7,000,000.00	4119.01 Oth. Approp. Realized	$7,000,000.00

Fund 0203
General Ledger Effects

4. **Doc #:** 07SGL010304   **Organization:** None   **Object Class:**   **Direct/Reimb** D
   FY: 0   **Fund:** 0203   **Category:** A

DR Account	DR Amount	CR Account	CR Amount
4450.01 Un-apport. Auth.-Avail	$300,000.00	4310.01 Anticip Recov of Prior-Yr	$300,000.00
4590.01 Apport.-Unavailable	$375,000.00	4450.01 Un-apport. Auth.-Avail	$375,000.00
4610.01 Allots-Realized Rsrcs	$9,625,000.00	4450.01 Un-apport. Auth.-Avail	$9,625,000.00
4201.01 Tot Act. Resrces-Coll.	$10,000,000.00	4119.01 Oth. Approp. Realized	$10,000,000.00

Fund 3888
General Ledger Effects

5. **Doc #:** 07SGL010305   **Organization:** None   **Object Class:**   **Direct/Reimb** N/A
   FY: 0   **Fund:** 3888   **Category:** C

DR Account	DR Amount	CR Account	CR Amount
5900.01 Other Revenue	$1,200.00	3310.01 Cum. Results of Ops	$100,000.00
2980.01 Custodial Liability	$1,210.00	1010.01 Fund Bal w/ Treasury	$1,210.00
3310.01 Cum. Results of Ops	$100,000.00	1010.01 Fund Bal w/ Treasury	$100,000.00
5320.01 Penalties & Fines Rev.	$100,010.00	5990.01 Collections for Others	$1,210.00
1010.01 Fund Bal w/ Treasury	$101,210.00	1020.01 SF224 Collections	$101,210.00